

# COMPLETE PATIENT OPT OUT PACK

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## CARE.DATA

What is care.data?

Care.data is a system whereby information about you can be retrieved from care computer systems and is shared, securely, by healthcare staff to support your treatment and care. It is important that we, the NHS, can use this information to plan and improve services for all patients. It helps us to compare the care you received in one area against the care you received in another, so we can see what has worked best. Information (which does not reveal your identity) can then be used by others, such as researchers and those planning health services, to make sure we provide the best care possible for everyone.

If you do not want information that identifies you to be shared through the care.data system for planning health services and research you can object.

Information comes not just from your GP surgery so you have two types of information sharing that you can object to:

- You can object to information containing data that identifies you from leaving your GP practice. This type of objection will prevent the identifiable information held in your GP record from being sent to the secure data environment held nationally. It will also prevent those who have gained special legal approval from using your health information for research.
- You can also object to any information containing data that identifies you from leaving the national secure database. This includes information from all places you receive NHS care, such as hospitals. If you do not object, information that identifies you will only leave the secure database in limited circumstances where there is special legal approval, for example for medical research. If you object, confidential information will not leave the secure database and be used in this way, except in very rare circumstances for example in the event of a civil emergency.

For more details please contact the care.data health line on 0300 456 3531 or talk to your GP practice.

For more information:

[www.nhs.uk/NHSEngland/thenhs/records/healthrecords/Pages/care-data.aspx](http://www.nhs.uk/NHSEngland/thenhs/records/healthrecords/Pages/care-data.aspx)

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## CARE.DATA: OPT-OUT FORM

If you would like more information about the care.data programme and/or you need some assistance with making your decision please contact the national patient data sharing helpline on **0300 456 3531**

Please tick one or both options below:

- I do NOT want my personal confidential data to be released by my GP surgery for the Care.data programme. TYPE 1 OBJECTION
- I do NOT want my personal confidential data from hospitals and other care providers to be released by the Health & Social Care Information Centre (HSCIC) for the Care.data programme. TYPE 2 OBJECTION

### Section A:

It is important that you complete this section accurately and please use BLOCK CAPITALS

Title	
Forename(s)	
Surname	
Address	
Phone No.	
Date of Birth	
NHS Number (if	
Patient's signature	
Date	

If you are filling out this form on behalf of another person or child, their GP practice will check that you have the authority to do so. Please ensure you fill out their details in section A and your details in section B.

### Section B:

Your name	
Relationship to	
Your signature	
Date	

**\*\*\*Please return this completed form to your GP surgery (or the patient's registered GP surgery if you are completing this form for somebody else)\*\*\***

For GP practice use only:

Procedure: F12 Registration > Opt Out > Care.Data > Type 1 Objection <input type="checkbox"/>	
Type 2 Objection <input type="checkbox"/>	
Staff Initials:	Date:

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## EMIS DATA SHARING

EMIS Data Sharing is a real time surveillance system based from >3000 EMIS UK general practices. It forms a critical part of the UK emergency response to pandemic flu, natural chemical disasters. It collects, analyses/reports diseases rates vaccine uptake. Only data aggregated by age/sex is collected (i.e. counts of patients with diseases). No individual patient data is extracted; there is no risk to patient confidentiality. It is run as a collaboration between the University of Nottingham, EMIS Clinrisk Ltd. It is approved by the BMA, MREC, NUG and RCGP.

- I wish to opt out from EMIS Data Sharing *Please note this will automatically opt you out of having a Hampshire Health Record (HHR) and restrict your notes from being accessible on Open Rio accessed by the Community Clinicians (ie Community Care Team, Mental Health, Health Visitors etc)*

Section A: it is important that you complete this section accurately and please use BLOCK CAPITALS

Title	
Forename(s)	
Surname	
Address	
Phone No.	
Date of Birth	
NHS Number (if known)	
Patient's signature	
Date	

If you are filling out this form on behalf of another person or child, their GP practice will check that you have the authority to do so. Please ensure you fill out their details in section A and your details in section B.

Section B:

Your name	
Relationship to patient	
Your signature	
Date	

For GP practice use only:

Procedure: Registration → Sharing Consent → EMIS Sharing → Patient does not wish to share the detailed record <input type="checkbox"/>	
(This opts out of EMIS Data Sharing, HHR & Open Rio)	
Staff Initials:	Date:

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## **THE HAMPSHIRE HEALTH RECORD (HHR)**

Access to the Hampshire Health Record is limited to NHS staff who are involved in patient care. They must ask your permission before they look at your electronic record. A clinical committee reviews the security arrangements and ensures that any risks are identified and managed safely. This committee is made up of health care professionals and patient representatives. Every time someone looks at your record, their identity and the time and date are recorded for security purposes. They may be asked to justify their action and will be disciplined or even dismissed if rules on confidentiality are broken. You may request details of the information within your record and the identity of persons who have accessed it by contacting us at 023 8029 6276.

The information contained in the HHR is valuable in helping the health service with research into illnesses and treatments to improve patient care. All analyses of this sort are carried out on records which have had all personal identification removed. It is not possible for you or anyone else to be identified from these analyses and approval of the clinical committee is required before any analyses are undertaken.

Opting out of the HHR will automatically opt you out of Adjusted Clinical Groups – ACG Tool for risk stratification, EMIS Data Sharing (see page 9) and Open Rio

### Further information

If you have any questions, please contact telephone the Hampshire Health Record on 0300 123 1519  
or by email at: [info@hantshealthrecord.nhs.uk](mailto:info@hantshealthrecord.nhs.uk)

or write to:

Hampshire Health Record  
NHS Hampshire  
OMEGA House  
112 Southampton Road  
Eastleigh  
SO50 5PB

Further information is also available via the website at: [www.hantshealthrecord.nhs.uk](http://www.hantshealthrecord.nhs.uk)

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## OPT OUT OF HAMPSHIRE HEALTH RECORD

Please complete this form, amending any details as necessary and return it, along with the appropriate identification to Reception:

1. Check the following details are correct and amend or complete as necessary:

Please Tick:

Dr  Mr  Mrs  Ms  Miss

First Name(s): (in full)

Last Name:

Home Address:

Date of Birth:

Doctor's Name (if known):

Surgery Name & Address:

<b>PLEASE NOTE:</b>	<b>This is a local project and you will only be included in the Hampshire Health Record if your GP Practice is located within Hampshire.</b>
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2. In order to ensure only you can Opt your records out, proof of identification is required. Please enclose a **PHOTOCOPY** of **TWO** or **MORE** of the following showing your:

First name  
 Last name  
 Address  
 Date of birth.

Examples are:

Current UK Driving Licence	or	<b>Personal ID</b>	<b>plus one of the following</b>	<b>Address ID</b>
		Current signed passport		Recent utility bill ( <b>Within the last 3 Months</b> )
		ID Card		Local Authority Council Tax Bill
		Birth Certificate		Bank/Building Society Statement of personal account

**If this information is not provided we cannot process this application any further.**

3. **Declaration: To be completed by the applicant. Please note that any attempt to mislead may result in prosecution.**

I ..... certify that the information given on this application form is true. I understand that it is necessary for the Hampshire Health Record to confirm my identity, and that it may be necessary to make further checks in order to ensure the correct information is provided.

.....  
 Signature Date

**For GP practice use only:**

Procedure: Registration > Sharing Consent > EMIS Sharing > Patient does not wish to share the detailed record <input type="checkbox"/>	
(This opts out of HHR and EMIS Data Sharing)	
Staff Initials:	Date:

## NATIONAL DIABETES AUDIT (NDA)

### What is the National Diabetes Audit?

An annual clinical audit checks that diabetic patients get the right care and that the correct procedures are followed by those who provide the care. The NDA checks the quality of care provided to everybody with diabetes in England and Wales.

The information that is collected will help to show areas where diabetes care is of a good standard, and where improvements still need to be made. Changes can then be made to improve overall standards of diabetes care.

The NDA also looks at the numbers of people with diabetes who develop complications, such as heart disease, stroke and kidney disease and whether people with diabetes have an increased risk of premature death.

Full information about the NDA is available on the HSCIC website at [www.hscic.gov.uk/nda](http://www.hscic.gov.uk/nda)

Please note only diabetic patients who wish to opt out of the annual NDA need to complete the section below.

If you wish to opt out from being invited at all please complete the section below.

I am a diabetic patient and wish to opt out of the annual National Diabetes Audit.

I understand that I can opt back into the National Diabetes Audit by informing the practice in writing.

Title	
Forename(s)	
Surname	
Address	
Phone No.	
Date of Birth	
NHS Number (if known)	
Patient's signature	
Date	

For GP practice use only:

Procedure: F12 Registration > Opt Out > National Diabetes Audit → Opt out of the NDA <input type="checkbox"/>	
Staff Initials:	Date:

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## OPEN RIO

Open Rio is used by the Community Clinicians to view your GP held medical record. They cannot make any changes to your GP held medical records as their access is restricted to view only.

As with all new systems there are pros and cons to think about. When you speak to a Community Clinician you might overlook something that is important and if they have access to your GP held medical record it might avoid mistakes or problems.

Access is limited to NHS staff who are involved in patient care. Every time someone looks at your record, their identity and the time and date are recorded for security purposes in your GP held record. They may be asked to justify their action and will be disciplined or even dismissed if rules on confidentiality are broken. You may request details of the information within your record and the identity of persons who have accessed it by contacting us.

Community Clinicians include:

- Community Care Team (District / Community Nurses )
- Learning Disabilities Team
- Mental Health Community Workers
- Musculoskeletal (Physiotherapists)
- Podiatry
- Southern Health Children's Services including: Health Visitors, School Nurses, Safeguarding, Looked after Children
- Southern Health Specialist Services including:  
Tissue Viability, Parkinson's, Diabetes, Stroke, Heart Failure, Multiple Sclerosis, Falls, Respiratory, Continence, Dementia, Palliative

If you wish to opt out from your record being accessible to the Community Clinicians please complete the form below.

Title	
Forename(s)	
Surname	
Address	
Phone No.	
Date of Birth	
NHS Number (if known)	
Patient's signature	
Date	

I wish to opt out from my GP Record being accessible to Community Clinicians in Open Rio and understand that this will also prevent my records from uploading to the Hampshire Health Record and EMIS Data Sharing. I understand that I can opt back in to my records being available in Open Rio, Hampshire Health Record and EMIS Data Sharing by writing to the practice.

For GP practice use only:

Procedure: Registration → Sharing Consent → EMIS Sharing → Patient does not wish to share the detailed record <input type="checkbox"/> (This opts out of EMIS Data Sharing, HHR & Open Rio)	
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## STUDIES AND TRIALS

The practice collaborates in NHS approved research trials from time to time to lead in the prevention, diagnosis, treatment and management of illness and disease in primary care.

More information can be found at [www.wessexdeanery.nhs.uk](http://www.wessexdeanery.nhs.uk) (training) or [www.crn.nihr.ac.uk/about-crn](http://www.crn.nihr.ac.uk/about-crn) (research).

Patients eligible to participate in a particular study or trial are written to, with full information regarding the research and how to participate if you wish.

If you wish to opt out from being invited at all please complete the section below.

I wish to opt out from being invited to participate in studies and trials I may be eligible for.

I understand that I can opt back in invited to participate in studies and trial that I may be eligible for by informing the practice in writing.

Title	
Forename(s)	
Surname	
Address	
Phone No.	
Date of Birth	
NHS Number (if known)	
Patient's signature	
Date	

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**For GP practice use only:**

Procedure: F12 Registration > Opt Out > Studies and Trials > Does not wish to receive invites to participate in studies or trials <input type="checkbox"/>	
Staff Initials:	Date:

## SUMMARY CARE RECORD (SCR)

**Summary Care Record** is a record that will contain important information about any medicines you are taking, allergies you suffer from and any bad reactions to medicines that you have had. This does not include diagnosis or procedures. Giving healthcare staff across the NHS access to this information can prevent mistakes being made when caring for you in an emergency or when your GP practice is closed.

**Summary Care Record with Additional Information**, as above but includes

- significant medical history (past and present)
- reason for medication
- anticipatory care information (such as information about the management of long term conditions)
- communication preferences
- end of life care information
- immunisations

Patient groups who benefit most from including additional information in their SCR:

- patients planning for end of life, who can use SCRs to share information about their preferences, Lasting Power of Attorney and advance decisions
- frail patients and those on the 'Avoiding Unplanned Admissions' (AUA) register, who can use SCR to give out of hours or emergency health care staff more complete information, making unwanted admission less likely
- patients with long term conditions
- patients eligible for flu vaccinations
- those with dementia or learning disabilities
- patients with physical, sensory or other disabilities, who can benefit from recording any specific needs, for example communication needs, so that health and care staff can make reasonable adjustments
- non-English speakers
- patients with carers whose details they want to share or who have appointed someone to have Health and Welfare Lasting Power of Attorney
- patients with specific care preferences

For further information visit <https://digital.nhs.uk/summary-care-records> or telephone Summary Care Record Information Line on 0300 123 3020

Opting out of the SCR will automatically opt you out of Adjusted Clinical Groups – ACG Tool for risk stratification

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## MY SUMMARY CARE RECORD OPT OUT FORM

Under section 10 of the data protection act, I request that my personal data is not added to the NHS Summary Care Record service database.

I understand the consequences of taking this action and have carefully considered the implications of not having a summary care record

A. Please complete in BLOCK CAPITALS

B. If you are filling out this form on behalf of another person or child, their GP practice will consider this request. Please ensure you fill out their details in section A and your details in section B

A. Title Surname / Family name .....Forename(s) .....

Address

.....

Postcode ..... Phone No ..... Date of birth .....

NHS number (if known) ..... Signature .....

B. Your name .....Your signature

Relationship to patient ..... Date .....

**For GP practice use only:**

Procedure: F12 Registration > Opt Out > Summary Care Record > Opt Out of SCR

Staff Initials:

Date:

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