

Kings Langley & Longmeadow Surgery access to online services



The NHS wants to give people better access to their personal health information online and we know that some people will want to be able to access their health records.

The level of access will include a basic overview of your consultation, as well as test results once they've been reviewed by the GP and any letters that are saved on your records. This only applies to records from your GP, not from hospitals or other specialists. You'll need to make sure you protect your login details, don't share your password with anyone as they will then have access to your personal information.

If you are over 16 and would like access to your full online records, we ask patients to **fill out the application form** for online services and **personally visit the surgery with photographic ID and proof of address** as an extra level of security. This is due to the level of access that will be granted to you once approved. It's also to make sure that you understand the need for us as your data controllers to protect your personal data and that we give access to the correct person, as well as your own responsibility to do the same.

If you do not want full access, please still request the application form, and tick the relevant box below. You will only have access to immunisations, medication, and appointment bookings. You can however still access your health records by requesting the information via email.

Access to online services will not be granted until you have visited the surgery with photographic ID and it has been verified. **Please note it will take up to 7 working days for access to be granted** and your login details given to you. If they have been sent by email, please make sure to check the junk/spam folder in your email account.

Full Name:		Date of Birth:	
Address:			
Email Address:			
Home Number:		Mobile Number:	
If you wish to have online access, please read and tick the below statements to show you agree and understand.			
1. I have read and understand the information on this page regarding online access.			
2. I will be responsible for the security of the information that I see or download			
3. If I choose to share my information with anyone else, this is at my own risk			
4. If I suspect that my account has been accessed by someone without my agreement, I will contact the practice as soon as possible			
5. If I see information in my record that is not about me or is inaccurate, I will contact the practice as soon as possible to let them know			
6. If I think that I may come under pressure/ or coerced to give access to someone else unwillingly I will contact the practice as soon as possible.			
If you would prefer to have limited access (only appointment booking, medications and immunizations) please tick this box			

Kings Langley & Longmeadow Surgery access to online services



For practice use:

Patient Signature:	Date:
How would the patient like to collect their login details? (please circle)	Via email / Via Post
Patient NHS Number:	Identity verified by: (initials)
Type of ID provided:	Photocopy of ID taken?
	Date:
Date account created:	
Date login credentials given to patient and how:	
Comments:	