

**Opt-out form for Record Sharing with other Systmone Health Care Providers**

Arden Medical Centre uses the TPP Systmone medical system. Many other health care services also use Systmone, for example some community services such as podiatry, physiotherapy and a few out of hours providers.

It may therefore be possible, for a health care professional using Systmone (where you have agreed with them) to view your GP record and view all your medical information saved at Arden Medical Centre.

Due to the very personal nature of information contained in patients' GP medical records, Arden Medical Centre’s policy is to mark **all information saved at Arden Medical Centre** so that it **can only be viewed** by Arden Medical Centre staff, unless you tell us to the contrary (or unless you are in an emergency situation).

It is also important that Arden Medical Centre has access to all your medical information input at other services where you have agreed with that organisation that the data is shareable.

Therefore it is Arden Medical Centre’s policy to mark your record so that all **data entered at other organisations** (who use Systmone), where you have agreed to make the data sharable, **can be viewed** by Arden Medical Centre staff.

***If you would like Arden Medical Centre to mark your record differently, please read the following two statements and tick as appropriate.***----------------------------------------------------------------------------------------------------------------
 I would like to consent to the sharing of all data recorded at Arden Medical Centre with any other organisation that may care for me (that uses Systmone).

 I do not want Arden Medical Centre to view data that is recorded at other care services that may care for me (that use Systmone), where I have already agreed to make the data shareable.

**You do not need to tick these two statements if you are happy with Arden Medical Centre’s default position described above.**

Full Name: Signature:

Date of birth: Date:

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**For office use only: SCAN INTO RECORDS WHEN COMPLETED**

**Date form received at practice: Actioned by:**

**Sharing data template completed**