

Your Electronic Patient Record (SystmOne)   
and the Sharing of Information

Introduction

Today, electronic records are kept in all the places where you receive healthcare. These places can usually only share information from your records by letter, email, fax or phone. At times, this can slow down your treatment and mean information is difficult to access.

Arden Medical Centre however, uses a computer system called SystmOne that allows the sharing of full electronic records across different healthcare services that also use the same (SystmOne) computer system.

We are telling you about this so that you can think about your choices regarding the sharing of your information with other healthcare services:

* You can **choose to share** your electronic record with other care services
* You can **choose NOT to share** your electronic record with other care services.

You will be asked for your permission to share your information electronically on every occasion that there is a need to do this.

What is SystmOne?

SystmOne is a clinical computer system produced by a company called TPP. It lets NHS staff record patient information securely onto a computer. This information can then be shared with other clinicians, if needed and agreed by you, so that everyone caring for you is fully informed about your medical history, including medication and allergies.

SystmOne is currently used in many GP practices, Child Health services, Community Services, Prisons, Hospitals, Urgent Care & Out of Hours services, Palliative Care services and many more.   
  
This note only applies to healthcare services that use the SystmOne computer system.

How does it work?

SystmOne has two settings to allow you to control how your medical information is shared.

Imagine you are receiving care from three different NHS services: your GP, a District Nurse and a smoking clinic. You want your GP and Nurse to share information with each other and you want both of them to know your progress at the smoking clinic. However you don’t want the smoking clinic to see any of your other medical information.

You may be asked the following questions:

* ***Do you consent to the information that is recorded about you here being made available to other NHS services that care for you and use SystmOne?*If you answer YES:** Clinicians at other services that care for you and use SystmOne will be able to access the information recorded here, if you consent when you see them.
* **If you answer NO:** Your GP will be prevented from sharing the information entered here with other services caring for you.

***Do you consent to allow your GP to view information about you that has been recorded at other care services where you also receive care if authorised by you?*** (You will be asked by each of the other services you are cared for by to authorise this)

* **If you answer YES:** Your GP will be able to view information recorded on your patient record by other NHS services in order to coordinate your care, once you have agreed this with them.
* **If you answer NO:** Your GP will not see any information recorded at any other NHS service.

**In order to share information about your care, your GP and any other service must both have your agreement.**

*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.*

**You can change your preferences for any service at any time.**

Please note you can still request for individual entries in your patient record to be marked as ‘Private’. These will not be visible at any care services other than the one that recorded the information.

If you decide you do not want to have a shared electronic patient record then please complete an opt-out form (available from the surgery or on our website [www.ardenmedicalcentre.co.uk](http://www.ardenmedicalcentre.co.uk))

For more information please visit [www.solihullccg.nhs.uk](http://www.solihullccg.nhs.uk)