

# ARDEN MEDICAL CENTRE ONLINE SERVICES APPLICATION



Online Services			
Full Name:		NHS Number:	
Date of Birth:		Telephone:	
Email Address:			
Address:			
I wish to have online access to:			
<input type="checkbox"/> Book appointments			
<input type="checkbox"/> Request medication			
<input type="checkbox"/> View my medical record (subject to policy)			
<input type="checkbox"/> View my Summary Care Record			
<input type="checkbox"/> Complete online questionnaires			
I wish to access my medical record & understand & agree with each statement below:			
<input type="checkbox"/> I will be responsible for the security of the information that I see or download			
<input type="checkbox"/> If I choose to share my information with anyone else, this is at my own risk			
<input type="checkbox"/> I will contact the practice as soon as possible if I suspect that my account has been accessed by someone without my agreement			
<input type="checkbox"/> If I see information in my record that it not about me, or is inaccurate I will log out immediately and contact the practice as soon as possible			
Signature:		Date:	
Print Name			
For Practice Use Only:			
ID Verified:	<input type="checkbox"/> Vouching	<input type="checkbox"/> Driving Licence	<input type="checkbox"/> Passport
Initial of Verifier:		Date:	

**Before you apply for online access to your record, there are some other things to consider.**

**Forgotten history:** There may be something you have forgotten about in your record that you might find upsetting.

**Abnormal results or bad news:** If your GP has given you access to test results or letters, you may see something that you find upsetting. This may occur before you have spoken to your doctor or while the surgery is closed and you cannot contact them. If this happens, contact your surgery as soon as possible.

**Choosing to share your information with someone:** It's up to you whether you share your information with others, perhaps family members or carers. It's your responsibility to keep the information safe and secure.

**Coercion:** If you think you may be pressured into revealing details from your patient record to someone else against your will, it is best that you do not register for access at this time.

**Misunderstood information:** Your medical record is designed to be used by clinical professionals to ensure that you receive the best possible care. Some of the information within your medical record may be technical, written by specialists and not easily understood. If you require further clarification, please contact the surgery for a clearer explanation.

**Information about someone else:** If you spot something in the record that is not about you or notice any other errors, please log out of the system immediately and contact the practice as soon as possible.