

# Merchiston Surgery

## Electronic Patient Records and Use of Patient Data

### 1. Summary Care Record (“the Spine”)

Most patients have heard of the Summary Care Record or “the Spine”. This is a national database which is being rolled out in every GP surgery in England, which will contain information about any medicines you are taking, allergies from which you suffer and any bad reactions to medicines that you have had. You may also choose to have additional information from your healthcare records uploaded to the Spine, and in future it may be that other information is automatically uploaded. The Summary Care Record can be accessed by healthcare staff involved in providing your care, such as people working in hospitals or community care. They will ask your permission every time they look at your Summary Care Record unless this is impossible, for instance if you are unconscious.

The default position is that every patient will have a Summary Care Record unless they have chosen to opt out by signing a form which is available from their GP practice (and which is attached to this leaflet). This form is also included in the new patient pack for any patient registering at this surgery. Some confusion arises over the fact that when a patient changes surgeries, despite having previously opted out of the Summary Care Record, they need to opt-out again at the new surgery, even though their patient record may have been electronically transferred between the two surgeries. It is therefore very important that if you wish to opt out of the Summary Care Record, you must have completed and signed an opt-out form with your current surgery. These forms are available from our reception.

### **GP Practice Data Export for Risk Stratification (Risk Profiling)**

Under the changes to the GP contract for 2013/14, the Secretary of State for Health has directed the NHS to establish a risk profiling and care management scheme for those patients predicted to be most at risk of emergency hospital admission. This involves GP practices in carrying out risk profiling of registered patients to identify those who are predicted to be, or are likely to become, at significant risk of emergency hospital admission, thus enabling them to be referred to services appropriate for their condition.

The list has been produced using patient identifiable data extracted from the GP computer system which is uploaded to a risk profiling programme which identifies “at risk” patients. The results are only available to the practice, who then works with other members of the local healthcare team such as Community Matrons, to assess the patients on the list and identify those in significant need of active case management.

This practice is taking part in the Risk Stratification process and is uploading patient identifiable data for analysis, which can only be viewed by the practice. We hope that this will improve our patient care by enabling us to offer pro-active support when it is needed. GPs are also expected to play an increasingly significant role in the future planning and

commissioning of local healthcare services and we hope that taking part in Risk Stratification will assist us in assessing the future healthcare needs of our patient population.

If you opt out of having your data uploaded to the Summary Care Record (“the Spine”) the code which we will add to your healthcare records to prevent your data being uploaded will also mean that your records will be excluded from the Risk Stratification data.

## **2. National General Practice Data Extraction (Care.Data) Programme**

The General Practice Extraction Service (GPES) is a centrally managed service which extracts patient identifiable information from GP clinical computer systems for a range of purposes at a national level. By making this information available to the NHS and other approved organisations, it is hoped that GPES will support a diverse range of improvements in the prevention, diagnosis and treatment of many illnesses.

Only the minimum amount of information required will be used (your date of birth, full postcode, NHS number and gender, but not your name) and only for the purposes of linking your records in a secure environment, which will be managed by the Health & Social Care Information Centre. Once this information has been linked a new record will be created and this new record will not contain information that identifies you. This is the information which will be used for research. There are two levels of opt-out:

A. You may choose not to have 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 HSCIC secure environment. It will also prevent those who have gained special legal approval from using your health information for research. The surgery will block the uploading of your identifiable and personal information to the HSCIC.

B. Alternatively, you may choose not to opt out entirely, but not to have information containing data that identifies you from leaving the HSCIC secure environment. This includes information from all places you receive NHS care, such as hospitals. If you object, confidential information will not leave the HSCIC and be used in this way, except in very rare circumstances for example in the event of a civil emergency. The surgery will code your record which will alert the HSCIC not to use your information in this way.

## **3. Sharing Information from your healthcare records with other care providers**

*This is not to be confused with the information uploaded to the Summary Care Record (“the Spine”).*

Electronic records are kept in most organisations where you receive healthcare, and many providers use the same Clinical computer system as this practice, called TPP SystemOne. Your healthcare record in each organisation will have a setting to control how your medical information is shared – **Sharing out** and **Sharing in**. The default is that your record will not be shared in or out until you have informed the practice how you wish your information to be shared.

In order for information from your healthcare records to be shared between care services, for each patient we will need to complete the following questions:

### **Sharing Out**

***Does the patient consent to the sharing of data recorded here with any other organisations that may care for the patient, which also use SystemOne?***

- ***Yes – share data with other organisations***
- ***No – do not share any data recorded here***

The default is “Consent not asked” and no data will be shared.

### **Sharing In**

***Does the patient consent to the viewing by this organisation of data recorded at other care services who also care for the patient and who use SystemOne, where the patient has agreed to make the data shareable?***

- ***Yes – view data from other organisations***
- ***No – do not view data from other organisations***

The practice default is that Consent is “implied” until such time as we have had an opportunity to record the wishes of all patients; however data from any other healthcare provider will only be able to be viewed if the patient has consented to sharing out by that organisation.

You can choose not to share your electronic record from any healthcare provider with any other service, but you should seriously consider whether or not the information might help other healthcare professionals to care for you more effectively.

### **In summary:**

1. You may choose to opt out of the Summary Care Record (“the Spine”) by completing the opt-out form attached to this leaflet. If you do not complete the form, you will be opted in by default and parts of your healthcare record will be uploaded to the Spine.
2. Opting out of having a Summary Care Record (“the Spine”) will also mean that your data is automatically excluded from the Risk Stratification process whereby the practice profiles lists of registered patients to identify, amongst other things, patients who are predicted to be, or are likely to become, at significant risk of emergency hospital admission.

3. GPES Data Extractions (to be used for a range of purposes at a national level, including research) by completing the opt out form attached to this leaflet.
4. You will need to decide whether or not you wish the information entered in your healthcare records (ie, the information held by your GP surgery) to be shared with other healthcare organisations, and whether or not you wish your GP surgery to view information recorded elsewhere.
5. We do not mobile phone details with any external organisation. We will confirm appointments you make by text and may use this number to give you blood results and further communications. We do not offer a reply facility to enable us to respond to texts. Text messaging is not available to minors under 16 years of age.

If you are in any doubt about your opt-out status at this surgery, please contact us and ask to speak to either the Operations or Office Manager who will be happy to help and ensure that your status reflects your wishes. You may also change your mind about opting into or out of these data extractions or uploads at any time.

Please note that the advice we can give you will be based on the information and assurances currently available to us, and it is possible that future governments and health service leaders may decide to make changes to the controls and protections relating to the use of patient data which will be outside of our control.