

IT / ELECTRONIC PATIENT RECORDS

STATEMENT OF INTENT FOR CLAYTON MEDICAL CENTRE

New contractual requirements came into force from 1 April 2014 requiring that GP Practices should make available a statement of intent in relation to the following IT developments:

1. Summary Care Record (SCR)
2. GP to GP Record Transfers
3. Patient Online Access to Their GP Record
4. Data for commissioning and other secondary care purposes

The same contractual obligations require that we have a statement of intent regarding these developments in place and publicised on our Website by 30th September 2014

Please find below details of the practices stance with regards to these points.

Summary Care Record (SCR)

NHS England require practices to enable successful automated uploads of any changes to patient's summary information, at least on a daily basis, to the summary care record (SCR) or have published plans in place to achieve this by 31st of March 2015.

Having your Summary Care Record (SCR) available will help anyone treating you without your full medical record. They will have access to information about any medication you may be taking and any drugs that you have a recorded allergy or sensitivity to.

Of course if you do not want your medical records to be available in this way then you will need to let us know so that we can update your record. You can also "opt out" by downloading the opt out form from the summary care record page of our website or ask for a "Summary Care Record opt out" form at reception.

Clayton Medical Centre confirms that from November 2014 your SCR will be automatically updated on at least a daily basis to ensure that your information is as up to date as it can possibly be.

GP to GP Record Transfers

NHS England requires each practice to utilise the GP2GP facility for the transfer of patient records between practices, when a patient registers or de-registers (not for temporary registration).

It is very important that you are registered with a doctor at all times. If you leave your GP and register with a new GP, your medical records will be removed from your previous doctor and forwarded on to your new GP via NHS England. It can take your paper records up to two weeks to reach your new surgery.

With GP to GP record transfers your electronic record is transferred to your new practice much sooner.

Clayton Medical Centre confirms that GP to GP transfers are already active and we send and receive patient records via this system. This is currently dependant on the size of the file. All Medial Records up to 5mb are transferable GP2GP; anything over this has to be sent manually via the Courier to NHS England. This is an area currently being developed by the EMIS Clinical Development Team.

Patient Online Access to Their GP Record

NHS England require practices to promote and offer the facility to enable patients online Access to Appointments, Prescriptions, Allergies and Adverse Reactions or have published plans in place to achieve this by 31st of March 2015.

We are currently looking to offer the facility for Booking and Cancelling Appointments and also for ordering your Repeat Prescriptions on-line. This will be done via the EMIS Web Online facility. Once operational you will be able to request a "User Name and Password" for this system and you will be able to register for this by one of the following options:

- a) Ask for an Online Access Form at the Reception Window.
- b) Telephone & speak to the Receptionist regarding "Online Access". You will then be sent details in the post on how to register for this.

Please note that if you are on the "**Repeat Dispensing Scheme**" your Repeat Dispensing items will not be displayed.

Our Computer System EMIS Web will be compliant for you to access information online from your medical record as stated below:

- a) Medicines – Repeat Prescriptions
- b) Current Problems
- c) Summary Page
- d) Allergies
- e) Alerts
- f) Immunisations

Data for Commissioning and other Secondary Care purposes

It is already a requirement of the Health and Social Care Act that practices must meet the reasonable data requirements of commissioners and other health and social care organisations through appropriate and safe data sharing for secondary uses, as specified in the technical specification for care data.

At Clayton Medical Centre we have specific arrangements in place to allow patients to “opt out” of sharing “Care Data”. A specific “Read Code” will be entered onto your Medical record which tells the computer system not to allow data to be uploaded to the NHS Spine. Please speak to a member of the Reception Team who will provide you with the necessary information if you are unsure.

The Partners at Clayton Medical Centre confirm these arrangements are in place and that the practice undertakes annual training and audits to ensure that all our data is handled correctly and safely via the Information Governance Toolkit.

New Service – September 2014

Clayton Medical Centre now has a texting service which is used to contact patients who have a mobile or home telephone number. This “Text Service” is for Appointment Reminders and also collecting information such as Smoking, Lifestyle Habits and also Patient Satisfaction Surveys. Please make sure that you inform the practice of any new changes to your Home or Mobile Telephone numbers.