

The Chineham Medical Practice

Reading Road, Chineham, Basingstoke. RG24 8ND

Tel: 01256 479244 Fax: 01256 814190



Accessing Your GP Record

The Data Protection Act gives you the right to see your health records. A health record is any record of information relating to someone's physical or mental health that has been made by (or on behalf of) a health professional. This could be anything from the notes made by a GP in your local surgery to results of an MRI scan or X-rays.

Health records are extremely personal and sensitive. They can be held electronically or as paper files, and are kept by a range of different health professionals both in the NHS and the private sector.

How can I access my records?

You can sign up for secure online [Patient Access](#) to view your full GP electronic record.

If you do wish to make a subject access request then:

- You can do this in writing (letter, email)
- You can fill in the [simple form](#) attached or download it from our website
- You can make such a request verbally to a member of staff or a doctor or nurse that you are consulting with at the surgery

We will provide the information within 28 calendar days.

There is usually no fee for this.

You do not have to give a reason for applying for access to your health records.

If you do not need access to your entire health record it would be helpful if you could inform us of the specific periods and/or parts of your health records that you require together with any details you feel are relevant (e.g. consultant name, location, diagnosis).

In certain circumstances your right to see some details in your health records may be limited in your own interest or for other reasons (e.g. to protect the privacy of third parties).

A copy of our Access to Medical Records policy is available to download from our website.