

Appendix C - Patient Information Leaflet: Detailed Coded Record (DCR)

GP Practices have been contracted from April 2015 to provide their patients with on-line access to their medications, allergies and adverse reactions. From April 2016 this is extended to include access to coded data, known as the Detailed Coded Record (DCR).

Access to the DCR requires additional considerations as outlined in this leaflet. You will be asked that you have read and understood this leaflet before consenting and applying to access your DCR on-line. The Health Centre will also need to verify your identity.

Please note:

It will be your responsibility to keep your login details and password safe and secure. If you know or suspect that your record has been accessed by someone that you have not agreed should see it, then you should change your password immediately. If you can't do this for some reason, we recommend that you contact the Health Centre so that we can remove on-line access until you are able to reset your password.

If you print out any information from your record, it is also your responsibility to keep this secure. If you are at all worried about keeping printed copies safe, we recommend that you do not make copies at all.

The Health Centre may not be able to offer on-line access due to a number of reasons e.g. if access to the DCR could risk harm to the patient's physical or mental health, if the DCR contains references to third parties etc. The Health Centre also has the right to remove on-line access to services for anyone who doesn't use them responsibly.

Key Considerations

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 to you. This may occur before you have spoken to your doctor or while the Health Centre is closed and you are not able to contact them.

Choosing to share your information with someone

It's up to you whether or not you share your information with others – perhaps your family members or your carers. It's your choice, but it is also 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.

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 highly technical, written by specialists, and not easily understood.

Information about someone else

If you spot something in your record that is not about you or notice any other errors, please log out of the system immediately and contact the Health Centre as soon as possible.

For more information about keeping your healthcare records safe and secure, you may find that this leaflet, produced by the NHS in conjunction with the British Computer Society, will be of help:

<http://www.nhs.uk/NHSEngland/thenhs/records/healthrecords/Documents/PatientGuidanceBooklet.pdf>