

How is my own personal health information used?

GPs and other healthcare professionals caring for you, keep records about your health and the treatment you receive, or would wish to receive from the NHS. These help to make sure they can provide you with the best possible care.

Your own personal health information (individual health record with your name, date of birth, address and NHS number) is only used by those who are looking into your treatment request.

When a funding request is made on your behalf by the GP and/or other NHS healthcare professional, this is kept on a secure computer system and is only accessible by those who are part of the Clinical Policy Implementation (CPI) Service, or work with the CPI Service in reviewing and making funding decisions. In support of a funding request, healthcare staff may share information about you and your health to consider the treatment requested. All staff are required to undertake annual information governance (IG) training before being given access to any records.

The type of information shared, and how it is shared, is controlled by law and strict confidentiality rules.

How do I know that this information is being protected?

A thorough process has been developed that must be followed before any information can be shared. The CPI team are very careful with the information and follow strict rules about how it is stored and used.

Everyone working for the NHS has a legal duty to keep information about you confidential in line with the NHS Confidentiality Code of Practice. The Data Protection Act 1998 sets out principles of handling information which all NHS organisations must follow.

There are also security policies to protect your information. Only secure methods are used to transfer your information between NHS computer systems and all processes meet NHS security requirements.

Information used for the planning and design of health services involves data which does not identify individual patients.

Can I see a copy of my information?

The Data Protection Act allows you to find out what information is held about you in both manual and computerised records. If you would like to view a copy of your health records, you should write a request to the NHS organisation where you have been treated.