

TOPCLIFFE SURGERY

Application for online access to my medical record

Surname	Date of birth
First name	
Address	
Postcode	
Email address	
Telephone number	Mobile number

I wish to have access to the following online services (please tick all that apply):

1. Booking appointments	<input type="checkbox"/>
2. Requesting repeat prescriptions	<input type="checkbox"/>
3. Accessing my medical record	<input type="checkbox"/>

I wish to access my medical record online and understand and agree with each statement (tick)

1. I have read and understood the information leaflet provided by the practice	<input type="checkbox"/>
2. I will be responsible for the security of the information that I see or download	<input type="checkbox"/>
3. If I choose to share my information with anyone else, this is at my own risk	<input type="checkbox"/>
4. I will contact the practice as soon as possible if I suspect that my account has been accessed by someone without my agreement	<input type="checkbox"/>
5. If I see information in my record that is not about me or is inaccurate, I will contact the practice as soon as possible	<input type="checkbox"/>

Signature	Date
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For practice use only

Patient NHS number		Practice computer ID number	
Identity verified by (initials)	Date	Method (TWO forms of ID needed; Photo & Address): Vouching <input type="checkbox"/> Vouching with information in record <input type="checkbox"/> Photo ID and proof of residence (tick below) <input type="checkbox"/> passport <input type="checkbox"/> driving licence <input type="checkbox"/> bank statement <input type="checkbox"/> other (please record) <input type="checkbox"/>	
Authorised by		Date	
Date account created			
Date passphrase sent/handed out			
Level of record access enabled		Notes / explanation	
Appointments <input type="checkbox"/> Repeat Prescriptions <input type="checkbox"/> Medication <input type="checkbox"/> Allergies <input type="checkbox"/> Other, please specify <input type="checkbox"/>			
Date Email verification requested:		Date Email verification received:	