

Note

It is Livewell Southwest's policy to share information about children under 11 years of age. This is in order to provide a child-centred care service. As a result, children under 11 and their parents will not be asked to consent to share their records.

Children over 11 years of age and all adults can request for individual entries in their patient record to be marked as 'Private'. Private entries will not be visible at any care service other than the one that recorded the information.

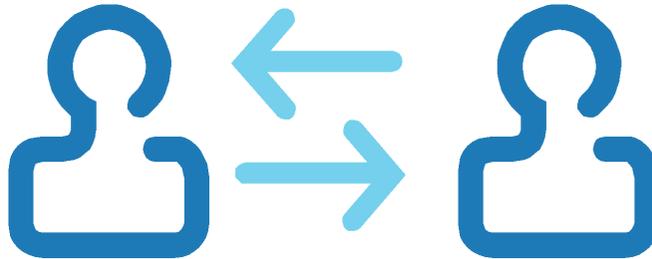
In some serious situations, for example if you are lacking capacity, clinicians will be able to access your electronic record without first asking your permission. Use of this will be monitored.

Why are you asking me about information sharing?

These processes allow you to decide who can see the information on your Electronic Patient Record (EPR). Our policy at Livewell Southwest is to store your EPR and ask your consent to allow access for joined up care across different NHS settings, ensuring you get the best care and service. If you say no to sharing your EPR this could lead to poor communication and unnecessary delays in receiving ongoing care.

Don't forget

These settings apply to any NHS service using SystemOne where you are currently receiving care. You can change your Consent to Share preferences at any time – just speak to a member of staff at this care service.



Questions?

Your clinician should go through this leaflet in detail with you. If you have any added questions - just ask!

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Livewell Southwest



@livewellsw

Your electronic patient record and the sharing of information



A guide for people using our services

Please read this leaflet carefully. It will give you information about the sharing of your electronic patient record and the choices you need to make.

What is an Electronic Patient Record (EPR)?

Your EPR is designed to hold all of our information about your medical history and treatment together in one place, rather than in a number of separate places.

Our old system included paper notes and a variety of computer records, with different information from different hospital departments, which sometimes caused unnecessary delays.

SystemOne is the unique computer system Livewell Southwest uses to hold all of the clinical and health information that we have about you in one place. SystemOne has been used in other areas of the UK for 15 years and is highly secure.

Our policy is that we assume **consent** to automatically share information **IN** to the EPR. This will make it easier for our doctors, nurses and healthcare staff to help you make decisions about your care.

SystemOne is currently used in a variety of healthcare settings, for example: GP practices, child health services, community services, hospitals and many more.

You may have opted in or out of uploading your information from your GP practice. We will seek explicit consent to see your summary care

Consent to Share

When you are first or next seen at the care service, you will be asked the following question:

Do you consent to the information recorded about you here being made available to other NHS services providing your care?

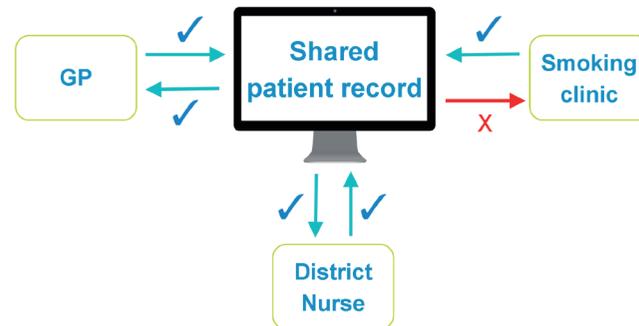
YES - this means that clinicians at other healthcare services that use SystemOne will be able to see the information recorded here.

NO - other healthcare clinicians will not be able to see the information we have recorded.

How does this work?

Example: Imagine you are receiving care from three different NHS services: your GP, a District Nurse and a smoking clinic. You want your GP and nurse to share information with each other and you want both of them to know your progress at the smoking clinic. However, you don't want the smoking clinic to see any of your other medical information.

Your sharing settings would be:



How will you control who can see my EPR?

Anyone who has access to your record will be:

- Directly involved in your care and treatment
- Assigned a secure access method that identifies them
- Able to see only the information they need to do their job
- Tracked for every action they take on the system

How will you protect my confidentiality?

- We have a legal duty to protect your confidentiality and keep all information about you secure.
- Employees who are not directly involved in your care but who have access to the electronic system across all departments are expected to adhere to policy and codes of professional conduct.