



Consent to proxy access to GP online services

Note: If the patient does not have capacity to consent to grant proxy access and proxy access is considered by the practice to be in the patient's best interest section 1 of this form may be omitted.

Section 1

I,..... (name of patient), give permission to my GP practice to give the following people proxy access, with no end date, to the online services as indicated below in section 2.

- I reserve the right to reverse any decision I make in granting proxy access at any time.
- I understand the risks of allowing someone else to have access to my health records.
- I have read and understand the attached leaflet advising me of how to end this proxy agreement.
- I will consider making myself a reminder in years time to decide if I want the proxy access to my medical records to continue.

Signature of patient	Date
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Section 2

1. Online appointments booking	<input type="checkbox"/>
2. Online prescription management	<input type="checkbox"/>
3. Accessing the medical record for the patient named above	<input type="checkbox"/>

Section 3

I/we..... (names of representatives) wish to have online access to the services ticked in the box above in section 2 for (name of patient).

I/we understand my/our responsibility for safeguarding sensitive medical information and I/we understand and agree with each of the following statements:

1. I/we agree that I will treat the patient information as confidential	<input type="checkbox"/>
2. I/we will be responsible for the security of the information that I/we see or download	<input type="checkbox"/>
3. I/we will contact the practice as soon as possible if I/we suspect that the account has been accessed by someone without my/our agreement	<input type="checkbox"/>
4. If I/we see information in the record that is not about the patient, or is inaccurate, I/we will contact the practice as soon as possible. I will treat any information which is not about the patient as being strictly confidential	<input type="checkbox"/>

Signature/s of representative/s	Date/s
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Section 4

The patient

(This is the person whose records are being accessed)

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

The representatives

(These are the people seeking proxy access to the patient's online records, appointments or repeat prescription.)

Surname	Surname
First name	First name
Date of birth	Date of birth
Address	Address (tick if both same address <input type="checkbox"/>)
Postcode	Postcode
Email	Email
Telephone	Telephone
Mobile	Mobile
Relationship to patient	Relationship to patient

**** The NHS App does not currently support proxy access if you are not registered at the same practice. You can still allocate a proxy registered at another practice, but this is only available through Patient Access ****

Proxy Access for 16 Years and Over – What You Need To Know

Getting a proxy to act on your behalf

If you are aged 16 or over, you can ask someone you trust if they will agree to be your proxy and help you manage your GP services. This does not stop you having access to your GP services yourself.

Important!

Your GP health record may contain sensitive information.

If someone is pressuring you for this information, contact your surgery immediately.

How proxy access can help you

Having a trusted person to act for you, in a secure way, can give you the convenience of online services even if you cannot use them yourself.

It can relieve the pressure of dealing with long term conditions, or keeping track of your medical care at times when you are feeling too unwell to manage it yourself.

Arranging access with your GP surgery is much more secure than sharing your own NHS login or GP app or website accounts, because:

- it provides more choice over what you share, protecting the medical information you want to keep private
- the person you choose will have to log in when they access your services online, so what they do on your behalf is recorded and secure

Important!

If you are 16 and nominating a proxy, they will have access to your medical record until you either:

- **register with another practice**
- **request to remove access**

Choosing levels of access

You do not have to give your proxy access to view all your medical information online to get the help you need. It's your choice. You can select the level of access on the consent form.

Your GP surgery can set up different types of access, and limits on that access, depending on what you want or need help with.

They can:

- give online access to GP services – you can choose which ones you want your proxy to use for you
 - set a date the proxy has access from – so you do not have to share your whole medical history
 - stop your proxy seeing specific things in your record that you do not want to share, from the past or once proxy has been set up – tell your GP if there are things you do not want your proxy to see
 - You can also nominate someone to contact or speak to GP surgery staff for you – this is sometimes called "consent to speak" or "consent to discuss". Please ask at reception for a form.
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