

INVERURIE MEDICAL GROUP

REGISTERING WITH THE PRACTICE

In order to process your registration with the Practice, we require the following items to be completed :

- **GPR REGISTRATION FORM** : to be completed in full and signed. Please make sure you complete all required information, including your previous home address. Parents identification is adequate when registering children aged under 16.
- **NEWBORN BABIES** : please ensure the Registrar’s form is handed in with the registration form.
- **ARRIVING FROM OVERSEAS** : we request that you provide valid passport as proof of identity.

To view our Practice booklet online, visit our website : www.inveruriemedicalpractice.scot.nhs.uk

As a new patient, we would like to invite you to make an appointment with a healthcare professional for a new patient health check within six months of the date of your registration with the Practice. Please contact the receptionist to arrange your appointment.

Please complete the following patient information :

Have you previously been registered, or seen as a patient, at Inverurie, Kintore or Rhynie Health Centres? YES NO

If yes, what was your address?

Do you require an interpreter? YES NO

If yes, what from which language?

ALLERGIES - Please list any allergies you suffer from :

SMOKING STATUS

Are you a smoker? YES NO If yes, number per day

Ex-smoker? YES Date Stopped

CONTRACEPTION

If you have a Nexplanon implant or a coil, please let us know the date of insertion :

.....

CHRONIC ILLNESSES - please list any illnesses you suffer from :

NEXT OF KIN

NEXT OF KIN NAME :

RELATIONSHIP TO YOU :

NEXT OF KIN ADDRESS :

NEXT OF KIN TELEPHONE :
Home Mobile

If your Next of Kin is not registered with Inverurie Medical Practice, we must ask that you obtain their consent to allow us to store their information on our clinical system. **Due to new data protection regulations, if we do not have signed consent we will be unable to add the information to our clinical system.**

Please ask your Next of Kin to sign below and return to the Practice at your earliest convenience.

I,, agree to my name and contact details being entered into the clinical system of Inverurie Medical Group.

.....
Signature Date

THIRD PARTY CONSENT

Should you require a third party to contact the Practice on your behalf to order prescriptions, request test results etc, we will require the following details to be completed :

Patient Name :

Date of birth :

Patient address :

.....
Patient Signature Date

I hereby give consent for the undernoted person(s) to receive / discuss my results / medical history / medication (delete as appropriate)

Named Person (s) :

Relationship to patient :

SMS CONTACT CONSENT

I,, agree to being contacted by the Practice by SMS. I understand this consent can be removed at any time by contacting the Practice.

Mobile number :

.....
Signature Date

INVERURIE MEDICAL GROUP

What is GDPR?

General Data Protection Regulations

GDPR is a new law that determines how your personal data is processed, kept safe and the legal rights that you have in relation to your own data. The regulation applies from 25 May 2018.

WHAT GDPR WILL MEAN FOR PATIENTS/STAFF

YOUR DATA:

- ✓ must be processed lawfully, fairly and transparently.
- ✓ collected for specific, explicit and legitimate purposes.
- ✓ must be limited to what is necessary for the purposes for which it is processed.
- ✓ must be accurate and kept up to date.
- ✓ must be held securely.
- ✓ It can only be retained for as long as is necessary for the reasons it was collected.

PATIENTS/STAFF RIGHTS

- ✓ Being informed about how their data is used.
- ✓ To have access to their own data.
- ✓ To ask to have incorrect information changed.
- ✓ To restrict how their data is used.
- ✓ Move their patients/staff data from one organisation to another.
- ✓ To object to their personal information being processed (in certain circumstances).

GDPR?

GDPR will supersede the Data Protection Act. It is similar to the Data Protection Act (DPA)1998, which the practice already complies with but strengthens many of the DPA's principles.

THE MAIN CHANGES ARE:-

- The Practice must comply with Subject Access Requests - a written signed request from an individual to see what information is held about them - like where we require your consent to process data. This must be freely given, specific, informed and unambiguous.
- New special protection for personal data.
- The Information Commissioner's Office must be notified within 72 hours of a data breach.
- Higher fines for data breaches.

WHAT IS PERSONAL DATA?

Personal data is information that is related to a single person, such as his/her name, age, medical history, diagnosis etc.

WHAT IS CONSENT?

Consent is permission from patients/staff - an individual's consent is defined as:-

- Any freely given
- Specific and informed
- Indication of his/her wishes by which the data subject (patients/staff) agrees to relevant personal data being processed.

The changes in GDPR mean that we must get explicit permission from patients/staff when using their data. This is to protect your right to privacy and we may ask you to provide consent to do certain things like contact you or record certain information about you in your clinical/staff records.

Individuals have a right to withdraw consent at any time.

For further information about how the practice complies with GDPR, you can contact the Practice Manager at inverurie.administrator@nhs.net

INVERURIE MEDICAL GROUP

NEW PATIENT REGISTRATION

We offer testing for Hepatitis B, C and HIV to all new patients aged 16 and over joining the surgery. This is seen as good medical practice. There are now effective treatments available for those infections but you cannot benefit from this without the relevant diagnosis. It is estimated that 50% of people have Hepatitis C, 25% of those are infected with HIV and majority of people who have Hepatitis B remain undiagnosed.

In Scotland, treatment for HIV and Hepatitis is free whatever your immigration status. The Equality Act 2010 protects people living with HIV from discrimination at work in the UK.

If you fall into a high risk category, it is a good idea to have these tests done annually.

If you wish to be tested, please tick the box below and let the receptionist know when returning your completed registration forms to the surgery. The receptionist will arrange an appointment for a blood test with the phlebotomist.

NAME :

DATE OF BIRTH :

It is particularly important to be tested if any of the following apply :

- You come from any of these areas : Africa, Asia, Eastern Europe or the Caribbean
- You have had sexual contact abroad or with someone from any of the above countries
- You are, or have been in the past, an illicit drug user
- You are a man who has had sex with a man
- You have a tattoo or body piercing
- You have had a sexually transmitted infection in the past

If you wish to discuss any of the above confidentially, please request a routine appointment with a GP.

HEPATITIS AND HIV TESTING

What are Hepatitis B & C?

Both Hepatitis B and C are viruses which affect the liver. Without a test, you may not know that you are infected as many people have no symptoms. If the test is positive, we can offer you specialist help and treatment. If we do not know that you are positive, we cannot offer you treatment.

What is HIV?

The Human Immunodeficiency Virus (HIV) is a virus that attacks the body's immune system and destroys its defences against infection and disease. Without a test, you may not know you have been infected as many people do not have symptoms, or do not have symptoms until the disease is advanced. If the test is positive, we can offer you specialist help and treatment. If we do not know that you are positive, we cannot offer you treatment.

Why Should I Get The Test?

Excluding or identifying infection early is in your best interest as this allows us to offer advice on prevention and treatment. It will also allow you to take steps to reduce the risk of spreading the infection to others.

Taking the test has no implication on current life insurance policies but a positive test may need to be declared. In Scotland, treatment for HIV and Hepatitis is free whatever your immigration status. The Equality Act 2010 protects people living with HIV from discrimination at work in the UK.

The Test :

Tests for Hepatitis B, C and HIV are confidential. The blood sample is sent to the laboratory and the result is usually back within two weeks. You may phone for the result, and we may also send you a letter or call you if necessary.

The Result :

A positive test means that you have come into contact with the virus and further blood tests will be required to confirm this. You will be provided with further details in this case.

A negative test means you do not have the infection. However, some infections can take up to six months to be detectable in your blood. If you think you may have been infected in the past six months, please let us know and we can repeat the test in six months time.

Remember, just because you are free from the infection today does not mean you cannot be infected in the future.

You can always avoid transmission of Blood Borne Viruses by :

ALWAYS :

- Use a condom when having sexual intercourse
- Go to a licensed practitioner if you are getting a tattoo, piercing or any other procedure involving skin puncture
- Keep cuts and wounds clean and covered with a waterproof dressing
- Wear rubber gloves to clean up blood spills

NEVER :

- Share needles, syringes, water or any other paraphernalia if you use or inject drugs
- Share toothbrushes or razors