

Please complete in **BLOCK CAPITALS** and tick as appropriate

Patient's details

Mr Mrs Miss Ms Surname _____
 Date of birth _____ First names _____
 NHS No. _____ Previous surname/s _____
 Male Female Town and country of birth _____
 Home address _____
 Postcode _____ Telephone number _____

Please help us trace your previous medical records by providing the following information

Your previous address in UK _____ Name of previous doctor while at that address _____
 Address of previous doctor _____

If you are from abroad

Your first UK address where registered with a GP _____
 If previously resident in UK, date of leaving _____ Date you first came to live in UK _____

If you are returning from the Armed Forces

Address before enlisting _____
 Service or Personnel number _____ Enlistment date _____

If you are registering a child under 5

I wish the child above to be registered with the doctor named overleaf for Child Health Surveillance

If you need your doctor to dispense medicines and appliances*

I live more than 1 mile in a straight line from the nearest chemist
 I would have serious difficulty in getting them from a chemist

**Not all doctors are authorised to dispense medicines*

Signature of Patient Signature on behalf of patient Date ____/____/____

NHS Organ Donor registration
 I want to register my details on the NHS Organ Donor Register as someone whose organs/tissue may be used for transplantation after my death. Please tick the boxes that apply.
 Any of my organs and tissue or Pancreas Any part of my body
 Kidneys Heart Liver Corneas Lungs
 Signature confirming my agreement to organ/tissue donation Date ____/____/____
 For more information, please ask at reception for an information leaflet or visit the website www.uktransplant.org.uk, or call 0300 123 23 23.

NHS Blood Donor registration
 I would like to join the NHS Blood Donor Register as someone who may be contacted and would be prepared to donate blood.
 Tick here if you have given blood in the last 3 years Date ____/____/____
 Signature confirming consent to inclusion on the NHS Blood Donor Register
 For more information, please ask for the leaflet on joining the NHS Blood Donor Register
 My preferred address for donation is: (only if different from above, e.g. your place of work) _____
 Postcode: _____

HA use only Patient registered for GMS CHS Dispensing Rural Practice

To be completed by the doctor

Doctors Name

HA Code

<input type="checkbox"/> I have accepted this patient for general medical services	<input type="checkbox"/> For the provision of contraceptive services
<input type="checkbox"/> I have accepted this patient for general medical services on behalf of the doctor named below who is a member of this practice	
Doctors Name, if different from above	HA Code

<input type="checkbox"/> I am on the HA CHS list and will provide Child Health Surveillance to this patient or
<input type="checkbox"/> I have accepted this patient on behalf of the doctor named below, who is a member of this practice and is on the HA CHS list and will provide Child Health Surveillance to this patient.
Doctors Name, if different from above
HA Code

<input type="checkbox"/> I will dispense medicines/appliances to this patient subject to Health Authority's Approval
<input type="checkbox"/> I am claiming rural practice payment for this patient.
Distance in miles between my patient's home address and my main surgery is

I declare to the best of my belief this information is correct and I claim the appropriate payment as set out in the Statement of Fees and Allowances. An audit trail is available at the practice for inspection by the HA's authorised officers and auditors appointed by the Audit Commission.

Practice Stamp

Authorised Signature

Name

Date ____/____/____

SUPPLEMENTARY QUESTIONS

PATIENT DECLARATION for all patients who are not ordinarily resident in the UK

Anybody in England can register with a GP practice and receive free medical care from that practice. However, if you are not 'ordinarily resident' in the UK you may have to pay for NHS treatment outside of the GP practice. Being ordinarily resident broadly means living lawfully in the UK on a properly settled basis for the time being. In most cases, nationals of countries outside the European Economic Area must also have the status of 'indefinite leave to remain' in the UK.

Some services, such as diagnostic tests of suspected infectious diseases and any treatment of those diseases are free of charge to all people, while some groups who are not ordinarily resident here are exempt from all treatment charges.

More information on ordinary residence, exemptions and paying for NHS services can be found in the Visitor and Migrant patient leaflet, available from your GP practice.

You may be asked to provide proof of entitlement in order to receive free NHS treatment outside of the GP practice, otherwise you may be charged for your treatment. Even if you have to pay for a service, you will always be provided with any immediately necessary or urgent treatment, regardless of advance payment.

The information you give on this form will be used to assist in identifying your chargeable status, and may be shared, including with NHS secondary care organisations (e.g. hospitals) and NHS Digital, for the purposes of validation, invoicing and cost recovery. You may be contacted on behalf of the NHS to confirm any details you have provided.

Please tick one of the following boxes:

- a) I understand that I may need to pay for NHS treatment outside of the GP practice
- b) I understand I have a valid exemption from paying for NHS treatment outside of the GP practice. This includes for example, an EHIC, or payment of the Immigration Health Charge ("the Surcharge"), when accompanied by a valid visa. I can provide documents to support this when requested
- c) I do not know my chargeable status

I declare that the information I give on this form is correct and complete. I understand that if it is not correct, appropriate action may be taken against me.

A parent/guardian should complete the form on behalf of a child under 16.

Signed:	Date:
Print name:	Relationship to patient:
On behalf of:	

Complete this section if you live in another EEA country, or have moved to the UK to study or retire, or if you live in the UK but work in another EEA member state. Do not complete this section if you have an EHIC issued by the UK.

NON-UK EUROPEAN HEALTH INSURANCE CARD (EHIC), PROVISIONAL REPLACEMENT CERTIFICATE (PRC) DETAILS and S1 FORMS

Do you have a non-UK EHIC or PRC?	YES: <input type="checkbox"/> NO: <input type="checkbox"/>	If yes, please enter details from your EHIC or PRC below:
<p>If you are visiting from another EEA country and do not hold a current EHIC (or Provisional Replacement Certificate (PRC))/S1, you may be billed for the cost of any treatment received outside of the GP practice, including at a hospital.</p>	Country Code:	
	3: Name	
	4: Given Names	
	5: Date of Birth	
	6: Personal Identification Number	
	7: Identification number of the institution	
	8: Identification number of the card	
	9: Expiry Date	
	PRC validity period (a) From:	

Please tick if you have an S1 (e.g. you are retiring to the UK or you have been posted here by your employer for work or you live in the UK but work in another EEA member state). Please give your S1 form to the practice staff.

How will your EHIC/PRC/S1 data be used? By using your EHIC or PRC for NHS treatment costs your EHIC or PRC data and GP appointment data will be shared with NHS secondary care (hospitals) and NHS Digital solely for the purposes of cost recovery. Your clinical data will not be shared in the cost recovery process.

Your EHIC, PRC or S1 information will be shared with The Department for Work and Pensions for the purpose of recovering your NHS costs from your home country.



New Patient Questionnaire

Please complete in BLOCK CAPITALS and hand back to the receptionist.

Date: _____

Full Name: _____

Date of Birth: _____ Telephone Number: _____

Mobile No: _____ Please tick the box. If you **do not** consent for us to use your mobile number for text messaging, appointment reminders, questionnaires & other health promotion messages.

Email Address: _____ Please tick the box. If you **do not** consent for us to use your Email address, appointment reminders, questionnaires & other health promotion messages.

We will automatically register you for **Online Services**. Please ensure you have provided us with your email address.

Address: _____

Do you Smoke? Yes No If no, have you ever smoked? Yes No

How much alcohol do you drink in an average week? _____ Units
 (1 unit = ½ pint of beer or one measure of wine/spirit)

Lynton Chemist will be allocated as your nominated dispensary unless you notify us otherwise.

Which of the following best describes your ethnic origin?

Decline to say	Mixed	Asian or Asian British
White	White and Black Caribbean	Indian
British	White and Black African	Pakistani
Irish	White and Black Asian	Bangladeshi
Other, please state	Other, please state	Other, Please state
Black or Black British	Chinese or other ethnic group	
Caribbean	Chinese	
African	Other, please state	
Other, please state		

What is your main spoken language _____

Continued Overleaf...

If there are any health problems that run in your family or any other information you feel it is important for us to know please make a note of this below:

Please note if you are on any current medications or have any health problems for which you see a Doctor regularly, please book in to see a Doctor for your new patient check.

Signed: _____

Date: _____



SHARING YOUR NHS PATIENT DATA

Information sharing in the NHS is subject to rigorous regulation and governance to ensure your full identifiable and personal medical data is kept confidential and only ever seen by carefully vetted doctors, nurses and administrative staff responsible for overseeing your care.

With the development of information technology the NHS will increasingly be sharing key information from your GP medical notes with Out of Hours GP Services, Hospital A&E Units, Community Hospitals, Community Nurses all of whom may at various times in your life be looking after you. Sharing information can improve both the quality and safety of care you receive and in some cases can be vital in making life-saving decisions about your treatment.

There are currently two different elements of "sharing NHS patient information"

- **SCR = The NHS Summary Care Record**
- **EDSM = The Enhanced Data Sharing Model "SystemOne"**

We ask you please to read the information on this document carefully and complete the relevant fields on the attached form and return it to your GP surgery.

SCR = NHS SUMMARY CARE RECORD

The NHS Summary Care Record was introduced many years ago to help deliver better and safer care; it contains basic information about:

- Any allergies you may have,
- Unexpected reactions to medications, and
- Any prescriptions you have recently received.

The intention of the SCR is to help clinicians in Hospital A&E Departments and GP 'Out of Hours' health services to give you safe, timely and effective treatment. Clinicians are only allowed to access your SCR record if they are authorised to do so and, even then, only if you give your express permission. You will be asked if healthcare staff can look at your Summary Care Record every time they need to, unless it is an emergency, for instance if you are unconscious. You can refuse if you think access is unnecessary.

Over time, health professionals treating you may add details about any health problems and summaries of your care. Every time further information is added to your record, you will be asked if you agree (explicit consent).

Patients under 16 years have an NHS Summary Care Record created for them so if you are the parent or guardian of a child then please either make this information available to them or decide and act on their behalf.

EDSM = ENHANCED DATA SHARING MODEL "SYSTEMONE"

The database and software used to store your GP health record is called "SystemOne" it is a very secure national system used by over 2000 GP practices and 4800 NHS organisations including GP out of hours services, children's services, community services and some hospitals. Most GP Practices in the Northern locality use this same confidential clinical computer system. The system gives your GP the facility to share your record with other NHS health providers that use the same clinical computer system and are involved in your care for example the local Community Nurses who may look after you if you when you leave hospital or become terminally ill or housebound. Allowing your GP to share your record in the "SystemOne" database helps to deliver better and safer care for you. It is the policy of all local GP practices to automatically opt registered patients into "SystemOne" sharing unless they expressly decline. Those patients who choose to decline are able to determine if their data is "shared out" and/or "shared in"

Sharing OUT controls whether information recorded at our GP practice can be shared with other NHS health care providers.

Sharing IN determines whether or not our GP practice can view information in your record that has been entered by other NHS services who are providing care for you or who may provide care for you in the future (*that you have consented to share out*).

To Lyn Health Admin Support Team

NHS PATIENT INFORMATION SHARING – MY CHOICES

Please complete the boxes below to detail your personal decisions regarding the aspects of NHS patient data sharing:

It is very important you sign this form to say that you understand and accept the risks to your personal health care if you do decide to opt out of SCR or EDSM. Hand the completed form in to your GP Surgery; they will scan this form into your NHS GP Medical Records and enter the appropriate information.

GP Practice	Lyn Health
--------------------	------------

Patients full NAME	
Patients DATE OF BIRTH	

1. SCR - NHS SUMMARY CARE RECORD

Please tick only one box.

- Express consent for medication, allergies and adverse reactions only
- Express consent for medication, allergies, adverse reactions and additional info
(recommended)
- Express dissent – Patient does not want a summary care record and fully understands the risks involved with this decision

2. EDSM – ENHANCED DATA SHARING MODEL “SystemOne”

Sharing Out – Do you consent to the sharing of data recorded by your GP practice with other NHS organisations that may care for you?

- YES share data with other NHS organisations (recommended)
- NO do NOT share any data recorded by my GP Practice; I fully accept the risks associated with this decision

Sharing In – Do you consent to your GP Practice viewing data that is recorded at other NHS organisations and care services that may care for you?

- Consent Given (recommended)
- Consent Refused; I fully accept the risks associated with this decision.

Patient's full SIGNATURE		DATE	
---------------------------------	--	-------------	--

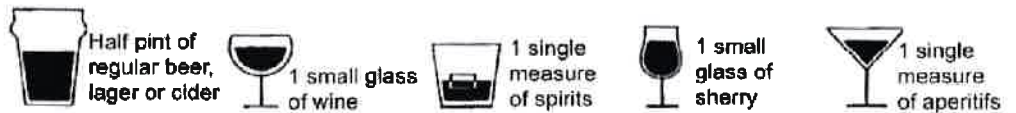
Alcohol Consumption Questionnaire

Name:

D.O.B:

Please review the information below and based on these guidelines please complete the form. Even if you do not drink please complete the form and give it back to Reception

This is one unit of alcohol...



...and each of these is more than one unit



AUDIT	Scoring system					Your score
	0	1	2	3	4	
How often do you have a drink containing alcohol?	Never	Monthly or less	2 - 4 times per month	2 - 3 times per week	4+ times per week	
How many units of alcohol do you drink on a typical day when you are drinking?	1 - 2	3 - 4	5 - 6	7 - 9	10+	
How often have you had 6 or more units if female, or 8 or more if male, on a single occasion in the last year?	Never	Less than monthly	Monthly	Weekly	Daily or almost daily	

Scoring:

A total of 5+ indicates increasing or higher risk drinking.
An overall total score of 5 or above is AUDIT-C positive



The Accessible Information Standard aims to ensure that patients (or their carers) who have a disability or sensory loss can receive, access and understand information, for example in large print, braille or via email, and professional communication support if they need it, for example from a British Sign Language interpreter.

This applies to patients and their carers who have information and / or communication needs relating to a disability, impairment or sensory loss. It also applies to parents and carers of patients who have such information and / or communication needs, where appropriate.

Individuals most likely to be affected by the Standard include people who are blind or deaf, who have some hearing and / or visual loss, people who are deaf blind and people with a learning disability. However, this list is not exhaustive.

- Do you have communication needs? Yes No
- Do you need a format other than standard print? Yes No
- Do you have any special communication requirements? Yes No
- How do you prefer to be contacted?
- What is your preferred method of communication?
- How would you like us to communicate with you?
- Can you explain what support would be helpful?
- What is the best way to send you information?
- What communication support could we provide for you?

Name: Date of birth:

If you have a carer do they need communication assistance? Yes No

If 'Yes' what is your Main Carer's name:

Do you consent to the practice contacting your main carer regarding your care? Yes No

What is the best way to contact them?.....

Signed: Date:

.....

Please post or hand this form in to the surgery – thank you.

Third Party Information Sharing Consent Form – LYNTON HEALTH CENTRE

This form is to be completed where a patient agrees for the practice to share data about their healthcare with a family member or friend. By completing this form you are agreeing to Lynton Surgery sharing your healthcare details with the person detailed.

PATIENT'S DETAILS

Surname:

First Names:

Date of Birth: Male/Female:

I hereby agree for any information about my healthcare to be shared and discussed with the person detailed below:

Surname:

First Names:

Relationship to patient: Male/Female:

Signature patient: Date:

Please ensure that you contact the practice if this consent changes or you withdraw it so that we can update your records.

CARERS IDENTIFICATION AND REFERRAL FORM

DO YOU LOOK AFTER SOMEONE WHO IS ILL, FRAIL, DISABLED OR MENTALLY ILL?

If so, you are a carer and we would like to support you. Please complete this form and hand it in to reception.

If you are agreeable, we will pass your details to Devon Carers, which is part of a countywide organisation providing relevant information and advice, local support services, newsletter and telephone linkline for carers.

We will also refer you, with your permission, to have your needs assessed by Adult Care Services. A Carers Assessment is a chance to talk about your needs as a carer and the possible ways help could be given. It can also look at the needs of the person you care for. This could be done separately, or together, depending on the situation. There is no charge for an assessment.

YOUR DETAILS:

Name	
Date Of Birth	
Address	
Post Code	
Telephone Number	
Any relevant Information	

DETAILS OF THE PERSON YOU LOOK AFTER:

Name	
Date Of Birth	
Address (If Different From Above)	
Post Code	
Telephone Number (If Different From Above)	
GP Details (If Different From Your Own)	

- Please pass my details to Devon Carers.
- Please refer me to Adult Social Care Services.

For internal use only - Please pass to Admin Team for Action

For Usual GP - Reviewed to confirm that patient is competent to give a valid informed consent	YES	NO	Inits	Date
Computer record updated (Tick code used and enter Sig /Active)	Carer – 918A	Has a Carer – 918F	Inits	Date

**CONSENT FOR A CARER TO HAVE ACCESS TO A PATIENT'S PERSONAL DETAILS
AND/OR COPIES OF CORRESPONDENCE**

Patient's Name	
Patient's Address	

To: **Lyn Health**

I give permission for my Carer
..... to have access to my
medical records and personal details held by the Practice.

This permission relates to all / part of my record / specific condition only (*delete as appropriate*).

Where the permission is restricted to part of the record only, please specify below the precise limits of this permission, and any areas of the record which are excluded.

I understand that the doctor may override this authority at any time, and that this permission will remain in force until cancelled by me in writing.

I consent to my Carer receiving copies of all correspondence relating to my treatment (*delete if not applicable*). I confirm that this has been explained to me by my GP and that the GP has sole discretion to withhold all or any copies.

Signed _____ (Patient)

Date _____

Accepted by _____ (Doctor)

Date _____

Office Use Only:	Date	Actioned (Tick)	Initials
Major Alert entered on SYSTEM ONE			
Copy Scanned			
Original Document filed in Lloyd George Notes			

Notifications

03 Apr 2019 17:52	Message	early access appointments
Subject	early access appointments	
To	Miss Clare Hartgen Sheree Jones, Sheree Jones, Miss Joanne Sutton, Mrs Katrina Clements, Gina Wyatt, Mrs Georgina Wyatt, Miss Alison Tyrrell, Mrs Isobel Tomlin, Mrs Isabel Tomlin, Mrs Sue Norman, Amy Lake, Liz Jenkins, Mrs Elizabeth Jenkins, Ms Amanda Scott, Ms Heather Markham, Mrs Sarah Stapleton, Mrs Jacqueline McLoughlin	
From	Miss Alison Tyrrell	
Details	Hi all we are starting the early access appointments, 2 slots 3 times a week at 08.10 and 08.20. These slots are for patients who cannot get in at a later time, so presumably are working. they are for short interventions, so obviously not for complex wound care - for blood tests/injections BP checks etc. We will now need to do a brief safety check on arrival, and our full equipment/fridge check etc later on. To enable us to do this we need to have 9-9.30 blocked, so will see patients from 08.10 until 09:00 and then not until 09.30. Reception team, please could you block off appropriate slots and unblock the 09>50? We will see how this works for everybody.	
	thanks! Alison	
Expires On	02 Jun 2019 00:00	

