

24<sup>th</sup> September 2014

## Information Technology (IT) & Electronic Patient Records – Statement of Intent

**Manor Surgery, Osler Road, Oxford, OX3 9BP**

New contractual arrangements came into force on 1<sup>st</sup> April 2014 requiring GP practices to make available a statement of intent about a number of IT developments. Please find below details of the arrangements we have in place for these developments at this Practice.

- Referral management Information

Practices must include the NHS Number as the primary identifier in all NHS clinical correspondence issued by the practice.

**All letters & information that we send to other organisations, such as hospitals, have an NHS number clearly shown.**

- Electronic appointment booking

Practices are required to promote and offer the facility for all patients, who wish to, to book, view, amend, cancel and print appointments online.

**We currently offer booking and cancelling of routine GP appointments online. Please visit our website and look at the “Online Services” Section or ask at reception for more details about how to register for this service.**

- Online booking of repeat prescriptions

Practices are required to promote and offer the facility for all patients, who wish to, to order online, view and print a list of their repeat prescriptions for necessary drugs, medicines or appliances.

**We currently offer the facility for ordering repeat prescriptions online. Please visit our website and look at the “Online Services” Section or ask at reception for more details.**

- Interoperable records/Summary Care Record.

Practices are required to upload changes to a patient’s summary information, at least daily, to the Summary Care record. Having your Summary Care Record available will help other doctors and nurses treating you away from your regular surgery, without your full medical record. They will have access to information about any medication you may be taking and any drugs to which you have a recorded allergy or sensitivity. Click here for more details about the Summary Care Record <http://www.nhscarerecords.nhs.uk/>

**This function is already live. However, if you do not want your medical records to be available in this way please let us know. You can do this via the ‘opt out form’, available at reception, or on our website: [http://www.manorsurgeryoxford.co.uk/information\\_sharing.php](http://www.manorsurgeryoxford.co.uk/information_sharing.php)**

- GP2GP transfers of Care Records

We are required to utilise the GP2GP facility for the transfer of patient records between practices, when a patient registers or de-registers. It is very important that you are registered with a doctor at all times. If you leave your GP and register with a new one, your medical records will be removed from your previous doctor and forwarded to your new GP via NHS England. It can take several weeks for paper records to reach the new surgery; with GP2GP, your electronic record is transferred to your new practice much sooner.

**GP2GP transfers are already activated at this practice for sending and receiving patient records.**

- Patient access to their electronic GP record

We are required to promote and offer the facility for patients to view online, export or print any summary of information from their records relating to medications, allergies, adverse reactions and any other additional details which have been agreed with the patient.

**We are working with our system supplier and intend to have this facility available to patients by 31<sup>st</sup> March 2015.**