

<b>OAKLEY HEALTH GROUP</b>	
<b>HAMPSHIRE HEALTH RECORD (CHIE) POLICY</b>	
<b>REVIEW DATE:</b>	<b>19.02.18</b>
<b>REVIEWED BY:</b>	<b>Dr Neil Bhatia</b>
<b>NEXT REVIEW:</b>	<b>25.05.18</b>

### **Background to the HHR**

1. Oakley Health Group extracts and uploads personal confidential information to the Hampshire Health Record (HHR) database.
2. Oakley Health Group permits further processing of uploaded data *only for primary uses* (i.e. direct care data sharing).
3. It is the current policy of EMIS Web to automatically prevent extraction and uploading of data to the HHR in the presence of the SCR opt-out code (9Ndo), irrespective of how Graphnet handles the presence of that code.
4. Patients will be made aware that opting out of the SCR also opts them out of the HHR.
5. Patients who wish to opt out of the HHR will have the *9Nd1* read code added, in order not to automatically opt them out of EMIS Web data sharing.
6. However, patients will be made aware that opting out of EMIS Web data sharing also opts them out of the HHR (*93C1 read code*).

### **Provision of fair processing information**

7. The practice will provide information about the Hampshire Health Record and make that information widely accessible. We will make full use of the technology available to us to promote transparency and fairness as regards our approach.
8. The practice will make the information available in as many ways as possible, including:

- a. Posters in our lobby and waiting room
- b. Factsheets available from the lobby, from reception and from the waiting room
- c. Our practice website, where the factsheets & opt-out forms, and this policy, will be downloadable
- d. Our practice booklet
- e. Practice newsletter
- f. Leaflets given to newly-registering patients
- g. Links to other sources of information
- h. Amendments to our confidentiality policy

The factsheet will provide detailed information to patients about our policy, in line with the guidance produced by the ICO in their "Privacy notices code of practice" booklet, as well as links to further information and contact details if they have further questions.

9. The practice will ensure that patients understand that information derived from other sources, such as hospital trusts, community care, social care and mental health, will also be uploaded, combined with the extracted GP information, and that it is that *combined shared record* that is made widely available across Hampshire and parts of Surrey.
10. The practice will ensure that patients understand that they *cannot* prohibit many of those trusts from extracting and uploading their non-GP data. All they can do is to opt-out of the HHR entirely at the surgery, which will ensure that any non-GP data uploaded to the HHR is not retained and is therefore not made widely available.
11. The practice will strive to ensure that patients know which organisations are additionally extracting and uploading non-GP data to the HHR.
12. The practice will strive to ensure that patients know which organisations are capable of viewing data uploaded to the HHR.
13. The practice will strive to ensure that patients understand the differences between the HHR and other NHS data sharing schemes, such as the SCR, the HHR, the ACG tool, other secondary uses of information, and EMIS Web data streaming.

### **Patients who wish to opt-out**

14. Patients have the right to prevent their personal confidential information from being shared outside of the GP surgery for primary and/or secondary purposes - and that includes via the HHR.
15. Patients can opt-out of the HHR via the form, in person, or by fax/letter/e-mail.

### **Assistance for patients**

16. Patients who wish for more information can contact Dr Neil Bhatia (Caldicott Guardian) by email or telephone.
17. Dr Neil Bhatia is the practice's nominated "HHR expert".

### **Ongoing maintenance of the policy**

18. Dr Neil Bhatia will be responsible for ensuring that the policy is maintained accordingly.

### **Freedom of information**

19. This policy will be available if requested under the FOI Act.
20. This policy will be downloadable from our website.