



**Registration Form for access to GP Online Services - adults aged 16+**

Please complete this form and bring it to reception with photo ID.

Please beware due to the new data protection regulations you are now unable to share an email address

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

**I wish to have access to the following online services (please tick all that apply):**

Booking appointments	<input type="checkbox"/>
Requesting repeat prescriptions	<input type="checkbox"/>
Update my contact details (demographics)	<input type="checkbox"/>
Secure online access to my GP medical records	<input type="checkbox"/>

**If I wish to access my medical record online then I understand the following:**

If I choose to share my information with anyone else, this will be at my own risk	
I will be responsible for the security of the information that I see or download	
I will contact the practice as soon as possible if I suspect that my account has been accessed by someone without my agreement	
If I see information in my record that is not about me or is inaccurate, I will contact the practice as soon as possible	
<b>Signature:</b>	<b>Date:</b>

**For Reception use only**

Patient NHS number:	EMIS ID Number:	GP:
Identity verified by (initials):	Date:	<input type="checkbox"/> Vouching <input type="checkbox"/> Vouching with information in record <input type="checkbox"/> Proof of residence <input type="checkbox"/> Photo ID: Passport/DVLA ( <b>circle</b> ) <input type="checkbox"/> Email address verified <input type="checkbox"/> Advised Patient practice will contact them to collect PIN

**For PFS Admin Team Only**

<b>All: Date Account Created</b>	<b>All: Code 9Rb added (circle)</b>	Contact Patient PIN Ready → Scanning
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**If patient has requested access to online medical record – then complete below**

<b>Date Patient Registered:</b>	<b>Date Patient Notes were Summarised:</b>	<b>Info Needed for GP:</b>
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**Pass to Scanning Team to Workflow to GP to Authorise**

<b>Docman: GP will authorise access:</b>	<b>PFS Admin Workflow Group Add Code:</b> EMISNQPA179 "Patient has online access to primary care record"
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