

Where can I get further information?

For further information on how the Trust protects your confidentiality and keeps your information safe, please request the leaflet '**Patient and Personal Information and Confidentiality**' from a member of staff or via our website www.dorsethealthcare.nhs.uk

Please contact

The Customer Services Team Quality Directorate (PALS)
Dorset HealthCare University NHS Foundation Trust Sentinel House,
4-6 Nuffield Rd Poole, BH17 0RB

You have the right to privacy and every member of staff involved in your care has a duty of confidentiality covered by:

- The Data Protection Act 1998
- The Human Rights Act 1998
- Professional Codes of Conduct

The information in this leaflet is available in additional languages and alternative formats. Please contact the Trust for further details.

© Dorset HealthCare University NHS Foundation Trust. All rights reserved. Not to be reproduced in whole or in part without the permission of the copyright owner.

Leaflet ref: CS-IMT2-19



**Dorset HealthCare
University**
NHS Foundation Trust

Your child's electronic patient record and information sharing



Dorset HealthCare University NHS Foundation Trust
Sentinel House
4-6 Nuffield Road
Poole, Dorset
BH17 0RB
☎ 01202 277000

🐦 @DorsetHealth
🌐 www.dorsethealthcare.nhs.uk

**Information
for patients,
relatives and carers**

**Excellence
Compassion
Expertise**

Electronic records

Today, electronic healthcare records are kept in many places including hospitals and GP practices. Dorset HealthCare University NHS Foundation trust use an Electronic Patient Record (EPR) system called SystemOne.

This system has been specially designed to hold your child's health information confidentially, in one place.

This means that Dorset HealthCare staff directly involved in your child's care such as their health visitor or school nurse, some therapists such as speech and language, and your GP (if also using SystemOne) will be able to read and add to your child's shared health record.

This will help staff directly involved in your child's care to better understand their needs, and be able to work together with you to make better decisions about their care.

How will this help?

Your agreement to let us hold your child's health information in one place will help us to ensure your child receives a better quality services.

- You will not need to repeat the same information to different healthcare professionals
- Healthcare staff will have full information about your child's health, reducing possible delays, often incurred when information was shared previously by letter, phone call or fax
- The system is fully backed up which means there is no risk to your child's health record being lost or damaged

When can my child choose for themselves how their record is held?

For children over the age of 12, agreement will usually be sought from the young person themselves provided they have the capacity to make an informed decision. Children under the age of 12 may also be able to make this choice depending on their level of understanding.

Can I decide not to share my child's health information with other NHS healthcare staff involved in their care?

Yes, you or your child may choose to opt out of the shared record offer.

Your child's health information will be held in one place as a single record and shared with the NHS healthcare staff directly involved in their care. If you do not wish your child's health record to be held as a single shared record please make this clear to the health professional or service. Your child's electronic patient record will be amended to reflect your decision to opt out of the shared record offer.



What about sharing with non NHS organisations?

We will not normally release any information about your child to any other person or organisation without seeking your permission first.

Healthcare staff work closely with colleagues in other agencies who deliver services that make a positive difference to the lives of children and their families. We are able to refer families to access support if needed and in most circumstances you will be asked for your consent to share information with them. We will not share your child's health record directly with them but will ask for your consent to share relevant information.

If we feel that a child's wellbeing is at risk, we can share their information without consent, enabling us to act in the best interest of the child to improve their wellbeing and keep them safe from potential harm.

Your child's information will only be shared with the people directly involved in their care and who have a genuine need to be informed.

Your rights

At any time you or your child (when assessed as having the skills and competence to make an informed decision regarding their own care):

- Have the right to refuse to have health information held as a single shared record
- Have the right to request access to information held about your child