

Summary Care Records

A new way of caring for
you in an emergency

You need to make a choice



Summary
Care
Records

Your emergency care summary

Easy read



Your emergency care summary

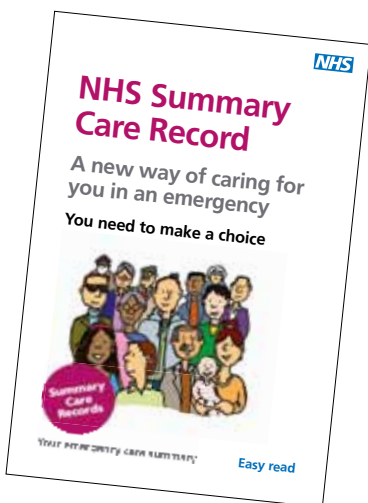
This booklet is about some changes we are making to the way we keep information about your health.



When we say **we** in this booklet we mean the people who work for the National Health Service (NHS).



You might like someone to help you when you look at this booklet.



You might like to look at one section at a time.

What is in this booklet?

What is this booklet about?	2
What is a Summary Care Record?	4
Why we are changing	6
Why we are telling you	7
You can choose	8
You can change your mind later.	9
Who can see my Summary Care Record?	10
Who will keep my Summary Care Record safe and secure?	12
If you have a child	13
What to do next	14
If you want more information	16

What is this booklet about?



Everyone has care records. This is information people like doctors and nurses keep about your health.



For example, if you are ill or if they give you medicine they write that information in your care record.

Today, if your doctor or nurse needs to give someone else the information in your care record, they send it by:



- letter



- email



- fax or phone

This can be slow or difficult.



In future there will be a new way to keep some information about your health.

We are doing it to help people like doctors and nurses if they need to care for you in an emergency or when your doctor's surgery is closed.



Your emergency care summary

It is called a Summary Care Record and will be stored on a computer. This booklet will tell you all about it. Having a Summary Care Record will make things faster and easier if there is an emergency.



You can choose **to have** a Summary Care Record.

or



You can choose **not to have** a Summary Care Record.

What is a Summary Care Record?



Your emergency care summary

A Summary Care Record is a new way of caring for you in an emergency. Others can see it if they care for you too.



The Summary Care Record is electronic. This means we keep it on computers.

Your Summary Care Record has only the most important information about your health like:



- medicines you take
- allergies you have
- any medicines that make you ill.





Your Summary Care Record will also have information that tells us who you are:

- your name
- address
- date of birth
- your NHS Number



You can ask the people who care for your health to add other information if you want. If you do not ask, no other information will be added.

Why we are changing



In an emergency or if your doctor's surgery is closed, you might need to see a doctor or nurse who does not know you.



If they do not know about your care, your Summary Care Record could:

- stop them from making a mistake, because they can see your medicines, allergies or what medicines make you ill



- help them see your information straight away, because it is stored on computer.

Why we are telling you



You have a choice about whether or not to have a Summary Care Record. We want to give you enough time to think about what you want so that you can make the right choice.



We are very careful but it is possible for things to go wrong when information is kept on a computer. Things can also go wrong when information is written on paper. You need to know the good and bad to make a choice.



Whether or not you have a Summary Care Record, we will always give you the best care we can.

You can choose



You can choose **to have** a Summary Care Record.

or



You can choose **not to have** a Summary Care Record.



If you choose not to have a Summary Care Record now, you can change your mind at any time. Tell your doctor and we will make one for you.

If you have a Summary Care Record, you can choose to be able to look at it whenever you like on a website called HealthSpace. Ask a doctor or nurse about how to do this.

You decide who can see your Summary Care Record on HealthSpace.

You can find out more about this at **www.healthspace.nhs.uk**.

You can change your mind later



If you choose to have a Summary Care Record at first, you might change your mind later. You must tell your doctor.



Then we will make sure that no one will be able to see your Summary Care Record except for a small number of special people who would have to have an important reason.



You can ask if you would rather have your Summary Care Record deleted. We will try but we might not be able to if someone has already used it to give you care.

Who can see my Summary Care Record?



We will make sure that only those doctors and nurses who need to should be able to see your Summary Care Record.

And we will keep a check on how they look at your Summary Care Record:



- They should only be people who are caring for you.



- They should need the information to do their job.



- They should have to use a special card and secret number to see your Summary Care Record.



- They should ask your permission every time they need to look at it.



If it is an emergency and they cannot ask your permission they are allowed to look. We will keep a note if they do that.

Who will keep my Summary Care Record safe and secure?



The NHS Care Record Guarantee for England and the NHS Constitution say how healthcare staff will keep your records secure.

The law says that everyone who works for the NHS must keep information about you private.



In every place we treat you there are people in charge of keeping your information safe.

If you have a child



We will make a Summary Care Record for your child.



If you do not want your child **to have** one you will need to fill in a form and tell your doctor or nurse.



Your doctor might decide that for health reasons it is important for your child to have a Summary Care Record even if you do not want one for your child.

What to do next



If you choose **to have** a Summary Care Record for yourself or your child you do not need to do anything. We will make them for you.

If you choose **not to have** a Summary Care Record for you or your child, you need to tell your doctor or nurse.



You need to fill in a special form to say that you do not want us to make one and give it to your doctor or nurse.



There are three ways to get one of those forms. You can:

- ask your doctor or nurse to give you one

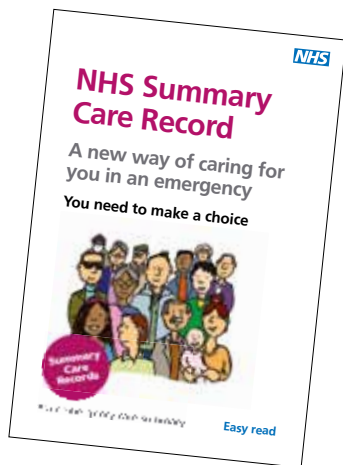


- ask us on the telephone to send you one by ringing this number 0300 123 3020



- get one on this website:
www.nhscarerecords.nhs.uk/options
or ask someone else to help you get it there.

If you want more information



If you need to know more about what is written in this booklet, you can:



- ask someone who cares for you like a doctor or nurse



- ask us on the telephone by ringing this number 0300 123 3020



- ask someone at your local Patient Advice and Liaison Service (PALS) **www.pals.nhs.uk**. These people are in most hospitals. They can give you help and advice about your care
- go to this website **www.nhscarerecords.nhs.uk**

Notes

Produced by COI for the Department of Health
in partnership with Mencap.

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4706ER 1p 14k February 2011