### Great Chapel Street Medical Centre 4<sup>th</sup> Floor, Soho Centre for Health, 1 Frith St, London W1D 3HZ

Practice Code E87772
Telephone: 020 7437 9360 clccg.gcs@nhs.net

# **New Patient Registration Form**

First Name	Last Name
Date of birth	NHS Number (if known)
Telephone number	
Town AND country of birth	Current medications/doses if known?
First language	Interpreter needed? YES / NO
Current address	Previous address(es)
Current address	Previous address(es)
Previous GP Surgery:	Do you regularly use drugs and/or alcohol?
Support worker name and contact (if known)	Support services you attend (e.g. day centre)
Support worker manie and contact (ii known)	Support services you attend (e.g. day centre)
Next of kin? [someone you would to be informed if	Do you have any communication or mobility
you became very unwell and could not contact them	difficulties we should be aware of?
yourself]	
-Name:	
-Telephone number:	

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As a practice, we have responsibilities to you. As a patient, we ask you to acknowledge and accept the following:

- 1. If you come to the centre intoxicated or drinking alcohol on the premises, you will be asked to leave and will need to reschedule your appointment.
- 2. We will not tolerate threatening or aggressive behaviour. If you are abusive to staff or do not leave when requested, this may result in you being removed from our patient list.
- 3. We do not prescribe barbiturates, benzodiazepines, tranquilisers (sleeping tablets), opiates (including opiate substitutes such as methadone and/or buprenorphine) or amphetamines. You will need to register with another practice or return to your original prescriber if you wish to continue these.
- 4. Great Chapel Street Medical Centre is a GP surgery for homeless people in Westminster. If you are re-housed and/or in settled accommodation (even if these remain within Westminster) you will need to register locally with mainstream GP services.
- 5. In order to carry out our work providing primary care services, we often request past medical records from your last GP surgery. These enable us to provide safe and appropriate care from the point of first registration.

I understand and accept these terms and give consent for Great Chapel Street Medical Centre to contact my last GP surgery (if known) to request a summary of my medical information.

PRINT NAME:	
SIGNED:	
DATE:	

#### PLEASE INFORM THE RECEPTIONIST IF YOU NEED A TRANSLATED FORM

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Patient Participation Group (PPG)		
The Practice is committed to improving the services we provide to our patients. To do this, it is vital that we hear from people about their experiences, views, and ideas for making services better. By expressing your interest, you will be helping us to plan ways of involving patients that suit you. It will also mean we can keep you informed of opportunities to give your views and up to date with developments within the Practice.		
If you are interested in getting involved in the PPG, please tick yes in the box below and we will contact you with further details.		
Yes I am interested in becoming involved in the PPG   No I am not interested in becoming involved in the PPG		
Online Services		
<ul> <li>You can now do the following online or via the SystmOnline app:</li> <li>Order repeat prescriptions and view your Summary of your Medical Record.</li> <li>IT WILL BE YOUR RESPONSIBILITY TO KEEP YOUR LOGIN DETAILS AND PASSWORD SAFE AND SECURE. IF YOU KNOW OR SUSPECT THAT YOUR RECORD HAS BEEN ACCESSED BY SOMEONE THAT YOU HAVE NOT AGREED SHOULD SEE IT, THEN YOU SHOULD CHANGE YOUR PASSWORD IMMEDIATELY.</li> </ul>		
Yes I'd like to register for online services No I don't want to register for online services		
Sharing Your Medical Record		
Medical Record Sharing allows your complete GP medical record to be made available to authorised healthcare professionals involved in your care. You will always be asked your permission before anybody looks at your shared medical record.		
If you don't want to share your GP record tick here:		
Summary Care Record contains details of your key health information – medications, allergies and adverse reactions. They are accessible to authorised healthcare staff in A&E Departments throughout England. You will always be asked your permission before anybody looks at your Summary Care Record.		
If you don't want to have a Summary Care Record tick here:		

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### YOUR DATA AND HOW WE USE IT

Health care professionals who provide you with care are required by law to maintain records about your health and any treatment or care you have received within any NHS organisation. These records help to provide you with the best possible healthcare.

We collect and hold data for the sole purpose of providing healthcare services to our patients. We may keep your information in written form and/or in digital form. The records may include basic details about you, such as your name and address. They may also contain more sensitive information about your health and information such as outcomes of needs assessments.

Confidential patient data will be shared within the healthcare team at the practice, including nursing staff, admin staff, secretaries and receptionists, and with other healthcare professionals to whom a patient is referred. Those individuals have a professional and contractual duty of confidentiality. Data is held in compliance with the Caldicott Guidelines and General Data Protection Regulations.

#### <u>Further Information</u>

If you would like any further information about primary or secondary uses of your GP record, opting out, the NHS Databases, access to your medical record, confidentiality, GDPR, or about any other aspect of NHS data sharing or your medical records, then please do contact the surgery's Caldicott Guardian / Information Governance lead via clccg.gcs@nhs.net

You have the right to access your own GP record. Details of how to do this can be found by contacting us on the email address above.

We are registered with the ICO – registration ZA 6951

Full details of the practice's Privacy Notice can be produced on request to the Practice Manager or Information Governance Lead via the above email address.