**APPLICATION FOR ACCESS TO MEDICAL RECORDS (SAR)**

**In accordance with the UK General Data Protection Regulation (UK GDPR)**

**Section 1: Patient details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Surname** |  | **Former name** |  |
| **Forename** |  | **Title** |  |
| **Date of birth** |  | **Address:** |  |
| **Telephone number** |  | **Postcode:** |  |
| **NHS number (if known)** |  | **Hospital number (if known)** |  |

**If you are applying to view your own records, please go to Section 2.**

**If you are applying to view another person’s record, please go to Section 3.**

**Section 2: Record requested**

Please tick the relevant boxes below. The more specific you can be, the easier it is for us to quickly provide you with the records requested. Record in respect of treatment for: (e.g., leg injury following a car accident)

|  |  |
| --- | --- |
| I am applying for access to **view** my records only | 🞏 |
| I am applying for an electronic copy of my medical record | 🞏 |
| I am applying for a printed copy of my medical record | 🞏 |

Please specify what information you are requesting:

|  |  |
| --- | --- |
| I would like a copy of records between specific dates only (please give dates below) | 🞏 |
| I would like a copy of records relating to a specific condition/specific incident only (please detail below) | 🞏 |
| I would like a copy of all my electronic records (held on computer) | 🞏 |
| I would like a copy of all my electronic and paper records since birth | 🞏 |

|  |  |  |  |
| --- | --- | --- | --- |
| **Patient signature** |  | **Date** |  |