

John Tasker House Surgery

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Subject Access Requests

- You have a right access your health record.
- An application to access your health record is known as a Subject Access Request
- If you wish to see your health record:
 - Your request can be made verbally or in writing
 - You will need to provide such information as to enable us to verify your identity and locate your health records
 - It will assist us if you are able to specify what it is within your record that you want to see.
 - There is now no charge for accessing this information (only in circumstances that are considered excessive or unfounded would there be such a charge).
 - We will process your request within 30 days.
- We are in the process of updating our policies, including this one, and a further more detailed policy will be produced in due course.