Please Note:

- ★ If the preferred email address is a shared email address, then please be aware that other people may be able to access your online information
- → Patients under the age of 11 years can have their Online services managed by their parents/guardians
- ♦ Children aged 11-16 years are not able to use Patient Access
 Patients over the age of 16 will have their own registration access in their own name
- ★ If you do not attend a booked appointment on 3 or more occasions, your online account will be disabled so in order to make further appointments you will need to phone the surgery directly. This will be in place for a 6 month period. After this period you will be able to re-register for Patient Access

The practice has the right to remove online access to services for anyone that doesn't use them responsibly

Contact telephone numbers and email addresses can be changed at any time. Please contact Hartley Corner Surgery for immediate action.

Signed			
Patient Name	ent Name		
Date			
For Office Use on	<u>ly</u>		
Photographic identification seen		Yes/No	
Type of identification seen –		Passport	
		DVLA	
		Other (Please state)	
Has an online account been created		Yes / No	
Has the patient be	een given the PIN lett	er to activate their account? Yes /No	
Signed			
Staff Name			
Date			
Patient registration	on data verified: 91B		[]
Patient has online	access to medical ca	re record: EMISNQPA179	[]
Put in for scanning	g		[]

Hartley Corner Surgery is able to offer patients online services which will allow you to make appointments, request repeat prescriptions & access a summary of your medical record



Benefits to using this online service:

No need to come into the surgery to order prescriptions

No need to phone the surgery to book routine appointments

No need to phone the surgery to cancel appointments

Facility available 24hrs a day, 7 days per week

Phone lines will become less busy so will be easier to get through to the Surgery when you need to.

To be able to take advantage of this service, you will need to complete the information enclosed in this leaflet and provide photographic identification such as a valid

passport or valid driving license. Once registered, you will be given details that will enable you to create your online account.

When you have activated your account you will be able to book appointments with available doctors and nurses for routine blood tests, view existing appointments and cancel appointments if required.

You can also request repeat prescriptions items. Please allow 72 hours (3 working days) until collection.

You can access a summary of your medical record; medications, allergies, adverse reactions and immunisations.

Other online services will become available in the future.



(Patients are advised to read the Privacy Policy and Terms and Conditions available on the Patient Access website)