



St Clement's
Surgery

New Patient Registration Adult (Under 16 years)

Thank you for choosing to register with St Clement's Surgery.

You must complete this registration form and book a new patient appointment with one of our health care assistants. **Please provide ID at the point of registration.**

Acceptable ID includes Birth Certificate, Passport, Drivers Licence, Bank statement, Current utility Bill.

Your allocated GP is Dr Ahmed.

If you live "Out of Area" your registration request will be reviewed by a Doctor to confirm it is clinically appropriate for you to be registered with the Surgery. We will write to you to confirm or decline your registration. For more information please visit our website: www.stclementssurgery.com

OFFICE USE

Registration Appointment Date.....

ID

ID.....

Online Access.....

Please complete in BLOCK CAPITALS

Are you housebound YES/ NO

Surname/Family name

Forename(s)-

Place of Birth.....

Please indicate your preferred contact number

Home Telephone number.....

Mobile Telephone number.....

Work Telephone number

Marital Status.....

Occupation

Who do you want us to contact in an emergency

Emergency contact name

Relationship

Contact number

Who is your next of kin

Do you care for anyone? If YES who do you care for?

.....

Main language Spoken

Interpreter required YES/NO

(Please advise at time of booking appointment)

Communication support:

Do you have any of the following sensory losses or disabilities, if so please tick as appropriate:

Vision problems

Hearing problems

Speech problems

Learning disabilities

What kind of communication support could we provide for you?

Eg large print

Communication with you:

SMS: We can now send you appointment confirmation, messages and reminders by text message. Do you consent to St Clements Surgery contacting you by text message? YES/NO

Communication with others:

Record Sharing: Shared records are available to health care providers who use the same clinical record system, called “SystmOne”. Your GP records can be shared with organisations who are also providing you with care (called “sharing out”) such as the community nursing team. The information other organisations such as the community nursing team that hold about you can be shared into your GP record (called “sharing in”). Our practice policy is to automatically share out all the information for those aged under 16 years and over 75 years for patient safety.

For more information please go to our website or contact our reception team.

Summary Care Records:

Our practice policy is all children under 16 will have a have a basic NHS Summary Care Record which contains key health information about you, however additional information can be added that could be important to your treatment. This is called an Enhanced Summary Care Record.

This means that if you have to call an ambulance, contact 111, the Out of Hours service or go to hospital anywhere in England, they will be able to access vital health information about you, which could help them treat you more quickly and effectively.

Summary Care Record Options	Please Tick
YES—I would like an Enhanced Summary care Record containing details of my medication, allergies and any bad reactions to medication I have had and any other information that I have agreed with my GP Practice to have included in my Summary Care Records. (Recommended)	

ETHNIC GROUP

(Please tick the description which you feel is most appropriate)

If you do not wish to provide this, please tick the "Patient Declined" box at the end of this list

	Please tick
White British	
White Irish	
Other White ethnic group	
Indian	
Pakistani	
Bangladeshi	
Chinese	
Other Asian ethnic group	
Black African	
Black Caribbean	
Black African & White	
Black Caribbean & White	
Other Black ethnic group	
Other ethnic Asian/ White origin	
Other ethnic group	
Ethnic Group not given – patient declined	

Online Access:

If you wish to, you can now use the internet to book appointments with a GP, request repeat prescriptions for any medications you take regularly and look at your medical record online. You can also still use the telephone or call in to the surgery for any of these services as well. It's your choice.

For more information go to our website or speak to our reception team, who will be happy to help you. If you would like to sign up please ask reception for an application form.

Proxy Access:

A competent patient can choose and consent to allow access to relatives and/or carers. The consent to proxy access to GP online services must be completed. This practice accepts applications from patients as well as their proxy. Proxy access refers to access to online services by somebody acting on behalf of the patient with the patient's consent.

The practice reserves the right to review and remove access at any point in the future if it is thought that it is in the best interests of the patient or if the services are being misused.

- Proxy access for children will automatically be disabled when a child reaches the age of 16
- A child deemed competent may have access to their online record or authorise a parent/carer to have Proxy Access. They may also decline access to their records for a proxy.
- Where a child is deemed not to be competent, a parent can apply for access but will be registered as a Proxy User. (This will be reviewed by the practice annually, or when the child attends a further appointment – whichever is the sooner)

Please request a proxy registration form from reception.