



## Contacting you about research

Any research project which is undertaken at the practice has to be approved by a research ethics committee. They make sure that the research is of a high standard, is necessary and is ethical. They also ensure that people undertaking research are properly trained and have a duty of confidentiality.

When a study has been approved we may contact you inviting you to take part in the study. For some studies we provide your name and address to the research support team so that they can contact you,

The research support team work as part of the practice team and have a strict duty of confidentiality.

## Please remember

Whether or not you take part in research is entirely up to you, and the decision you take will not affect your care in this practice in any way.

Please rest assured that whether or not you allow your data to be used as described in this leaflet, the care we, and the rest of the NHS provide to you will be just the same.

**If you have any questions we would be happy to answer them**



**For Further information please contact**

PCR WMN, c/o Arthritis UK Primary Care Centre,  
Keele University, Keele ST5 5BG  
Tel: 01782 734713

Website: <http://wmids-north.crncc.nihr.ac.uk/>

Email: [wmnpcrn@cphc.keele.ac.uk](mailto:wmnpcrn@cphc.keele.ac.uk)

**IMPORTANT  
PLEASE READ**

Use of your medical  
records for research

Protecting your  
privacy

## **Why read this leaflet**

Your medical record is confidential and this leaflet explains how we protect your privacy when providing care and undertaking research.

## **Your Medical Record**

This practice is fully computerised and your medical record is held on the computer.

You have the right to see your record and to alter or remove information in it which is not accurate.

## **Use of medical records**

To provide for your care, and for administration, we release some personal data about you, for example when referring you to hospital, or when your doctor claims payment e.g. for vaccinations or smear tests.

The practice is a member of the Primary Care Research West Midlands North and participates in NHS research studies.

When your record is used for research we only release identifiable information about you with your written permission.

We do release information which has been “anonymised”, so no one can tell the identity of the person. We do not ask for your permission when we do this.

We follow national guidance, regulations and the law when sharing information in your medical records.

They cover the use of medical records and lay down certain rights for you and duties for us.

## **Your right to opt out**

You have the right to opt out of your medical record being used as set out in this leaflet. To do this, please tell us at the practice and we will enter this in your record.

Your objections will be respected except where disclosure is essential to protect you or someone else from risk of death or serious harm.

## **Protecting your privacy**

When we are asked to release personal information about you and when your identity is part of this, we will only do this with your written permission.

Staff who work at the practice, but do not directly provide your care, may have access to your record. This includes members of the research support team who work closely with the practice. Such staff are properly trained and have the same duty of confidentiality as the doctors and nurses at the practice.

When information is “anonymised” this is carried out before it leaves the practice by a member of staff working at the practice.

There are strict security measures in place at the practice, the Health Authority, hospitals, other NHS bodies, the research network offices and any research organisation which is undertaking the NHS research, to keep your records confidential.