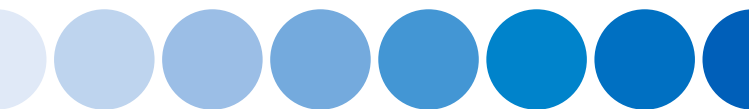




Barnsley Hospital
NHS Foundation Trust

*Information Governance
Department*

Information about your Health



Patient Information Leaflet



What information do we collect about you?

We collect basic information such as:

- Name, address, date of birth, next of kin, GP Practice.
- Appointments or clinic visits.
- Notes and reports about your health, treatment and care.
- Results of x-rays, scans and laboratory tests.
- Contact details of people involved in your care.

Why do we need your information?

We need your details so we can treat you. We will ask you for some personal details about your health or circumstances so that you can receive proper care and treatment. We will ask you if you would like your family, or others involved in your care to know about the treatment you are receiving.

Why do we share information about you?

We may need to share information about you to:

- Give you the best care.
- Improve future health services.

- Deal with your complaints and concerns properly.
- Help teach future doctors and nurses.

We may also need to share your information if:

- We think you are putting yourself, another or a child at risk of serious harm.
- It is needed to help investigate a serious crime.

How you can access the Information we hold about you

We are legally required to allow you access to your medical records. There is a small fee to pay.

You can access your records by writing to the following address:

Medical Records Co-Coordinator
Barnsley Hospital NHS Foundation Trust
Gawber Road
Barnsley
S75 2EP
Tel: 01226 432545

Or you can visit our website:

<http://www.barnsleyhospital.nhs.uk/documents/publication-scheme/making-a-request/data-protection-act-1998-and-patient-confidentiality/subject-access-requests/>

Further Information

Further information on why we collect your health information can be found on our website at the following address:

<http://www.barnsleyhospital.nhs.uk/documents/publication-scheme/making-a-request/data-protection-act-1998-and-patient-confidentiality/privacy-notice/>

If you have any further questions you can contact the Medical Records Department on: **01226 432545**.

Optional Questionnaire

To help us improve how we communicate with you about your information, please fill in and return the following question slip.

1. To what extent do you trust Barnsley Hospital Foundation Trust (BHNFT) to hold your personal information securely?

- I completely trust BHNFT
- I trust BHNFT to some extent
- I don't trust BHNFT
- I don't know enough to comment

On occasions it may be necessary for the Trust to share personal information about you with other professionals outside of the Trust, who are directly involved with your care. Your information will only be accessed on a 'need to know' basis and where a legitimate relationship exists between the health professionals providing care to you.

2. Thinking about any visits you have made to BHNFT in the last 12 months, have you ever been asked permission to share your personal information?

- Yes
- No
- Can't Remember

3. Have you been told by BHNFT: How your personal information will be stored and used?

- Yes
- No
- Don't Know

Who can access your personal information?

- Yes
- No
- Don't Know

The organisations it may be shared with?

- Yes
- No
- Don't Know

4. To what extent are you satisfied that all BHNFT staff respect your confidentiality?

- Extremely satisfied
- Fairly Satisfied
- Dissatisfied
- Don't Know

5. Do you know how to obtain access to your own personal health records?

- Yes
- No

Please complete the survey, tear off the slip and post in our feedback boxes located around the Trust. Alternatively you can post the slip to:

Information Governance Department,
Barnsley Hospital,
Admin Block, Gawber Road,
Barnsley, S75 2EP.

If you need this information in an alternative format, please contact the **Patient Advice and Complaints Team** on **01226 432330**.

Если Вы хотели бы эту информацию на другом языке или другом формате, типа большой печати, пожалуйста звоните 01226 432330

Jeśli potrzebujesz te informacje w innym języku czy w innej postaci, na przykład dużym drukiem, proszę dzwonić na numer 01226 432330

如果您想索取這些資料的中文譯本或以其他形式編制的版本（如大字體），請 致電01226 432330

به زمانیکى تر دهست بکهوٓت يان به فورماتيکى تر،
01226 432330 نهگهر چهز دهکهيت نهم زانياربهت
وهک چاپى گهوره، تکايه تلهفون بکه بو نهم ژمارهيه

Barnsley Hospital NHS Foundation Trust

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Tel: 01226 730000 Fax: 01226 202859



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