

## Application for proxy online access

### The Patient

Patient Name (print)	
Age	Date of birth

### Patient Consent - to be completed by the Patient if they are over 11 years old

**Note: This section may be omitted if the patient does not have capacity to consent to grant proxy access and proxy access is considered by the practice to be in the patient's best interest.**

I wish my GP practice to give the named Representative proxy access to online services on my behalf. I reserve the right to reverse this decision at any time and understand it is my responsibility to notify the practice in the event that I reverse my decision.

I understand the risks of allowing someone else to have access to my health records and I have read and understand the information leaflet provided by the practice.

Patient Signature	Date
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### The Representative - to be completed by the Parent/Guardian/Carer

Parent/Guardian/Carer Name (print)	
Relationship to Patient	Date of birth
Email address	
Telephone number	Mobile number

I confirm that I want to register for Proxy Online Access including medical record access and that I have read and understood and will adhere to the Dapdune House Surgery Online Access Guidelines & Frequently Asked Questions.

Parent/Guardian/Carer Signature	Date
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### For practice use only

Relationship verification	Proof of ID and relationship <input type="checkbox"/>	Initial:
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## Proxy online access - Patient Information Leaflet

**One** Parent/Guardian/Carer may request proxy access for their child under the age of 11. To obtain proxy access, the parent must first be registered for online access at our practice. Only parents who are registered as such on our medical records system can be granted Proxy Online Access for their child.

Proxy access will be discontinued when a child reaches 11 years old. At that stage, a child wishing to use online services will be able to register in their own right, and given their own logon ID and password. Proxy access can only continue if the child grants explicit consent to do so. This can be withdrawn at any stage by the child. If there are doubts about the child's competence to give that consent, the GP should be consulted.

Representatives of patients who are over 11 years old will require the patient to give express consent for them to have access. If the patient does not have capacity to consent to grant proxy access and proxy access is considered by the practice to be in the patient's best interest the Patient Consent section of this form may be omitted.

The Parent/Guardian/Carer must show proof of ID at the time of requesting proxy access and if approved they will be given the logon ID and password for the patient.

Proxy access will allow you to book appointments and order repeat prescriptions for the patient and also have access to the elements of their patient record which have been released for online access.

Proxy access can be withdrawn if there is any suspicion about the motives of the Parent/Guardian/Carer, at the discretion of the patient's GP.

If you do not have a copy of our Dapdune House Surgery Online Access Guidelines & Frequently Asked Questions please ask at Reception or they can be accessed via the Online Services page on our website [www.dapdune.co.uk](http://www.dapdune.co.uk)