

ACCESSING YOUR MEDICAL RECORDS AT

The Station Practice

Introduction

In accordance with the UK General Data Protection Regulation, patients (data subjects) have the right to access their data and any supplementary information held by The Station Practice This is commonly known as a subject access request (SAR).

Time frame

Once the SAR form is submitted, The Station Practice will aim to process the request within 28 days; however, this may not always be possible. The maximum time permitted to process SARs is one calendar month.

Exemptions

There may be occasions when the data controller will withhold information kept in the health record, particularly if the disclosure of such information is likely to cause undue stress or harm to you or any other person.

Should you wish to obtain a copy of your medical records please request a SAR- Subject access request from the Reception Front Desk.

