

# Keeping your health information private

Doctors and nurses need to know things about you to look after you. This is your **personal health information**.

They write some of these things down. They write down who you are and where you live.

They write down things about you being ill. They write down that you have been to hospital. They write down about tests that you have.



The law says that doctors and nurses must keep the things they know about you private.

But they are allowed to tell other doctors or nurses. For example your GP needs to tell hospital doctors about you if you go into hospital.



## Your Emergency Care Summary

Your doctor keeps important information about your health. This information might be needed in an emergency. Other doctors or nurses will ask you before they look at it, if you are well enough to answer.

Ask your doctor if you want to know more about this.

Sometimes your information is used to help improve the health service. For example to count the number of cases of diseases or to plan how many staff they need.

Usually things like your name and address would not be passed on when this happens.



If you agree doctors and nurses can also give your information to your family or carers or social workers.

If you have a welfare guardian they may have the right to see your information.



## Your rights

You have the right to know what they do with your information.

You have the right to see what they have written about you.

You can say that you do not want other people to be told things about you.

You can complain if you are unhappy with what happens to your **personal health information**. Get an advocate or advice service to help you.

To find out more about anything in this leaflet you can contact your local NHS Board. You can find contact details for your local NHS Board in the phone book under 'health services'.

To find out more about your rights you can contact

- **ENABLE Scotland**

6th Floor, 7 Buchanan Street  
Glasgow  
G1 3HL

Phone: 0141 226 4541 (this line is open between 1pm and 4pm on Monday to Friday for information and advice)

Fax: 0141 204 4398

E-mail: [info@enable.org.uk](mailto:info@enable.org.uk)

Website: [www.enable.org.uk](http://www.enable.org.uk)

- **People First (Scotland)**

77-79 Easter Road  
Edinburgh  
EH7 5PW

Phone: 0131 478 7707

Fax: 0131 478 7404

E-mail: [peoplefirst1@btconnect.com](mailto:peoplefirst1@btconnect.com)



## Your comments please!

We want to know what you think about this leaflet.

Please give us your comments:

- by post to HRIS, Scottish Consumer Council, FREEPOST GW5277, Glasgow G1 3BR



- by emailing us at [hris@scotconsumer.org.uk](mailto:hris@scotconsumer.org.uk)



- by visiting our website at [www.hris.org.uk](http://www.hris.org.uk) and clicking on the “contact us” link

- by phoning us on **0141 226 5261**



We have tried our best to make sure this leaflet is correct but the law is much more complicated than this. If you plan to take legal action you should get an advocate, advice service or solicitor to help you.

You can get a longer version of this leaflet, which explains things covered here in more detail.

To get the longer version, or to get this information in another language or format, phone your local NHS Board.

If you need help to do this contact the NHS Helpline on 0800 22 44 88 (textphone 18001 0800 22 44 88). Or go to the website [www.hris.org.uk](http://www.hris.org.uk)



SCOTTISH EXECUTIVE

Produced by Health Rights Information Scotland, a project of the Scottish Consumer Council, for the Scottish Executive Directorate of Health and Wellbeing.

Version 3

Produced August 2007

Revision date April 2009