



Proxy Online Access (for parents to access child's records) Consent Form

Parents or guardians with legal responsibility may have access to their child's record, provided that appropriate identification checks are completed for booking appointments and ordering prescriptions.

- I would like access to be able to view my child's GP records online.
- To obtain proxy access, the parent must be registered for online access at our practice
- **One** parent, with parental rights, may request proxy access for their child under the age of 11 years.
- Parent with proxy access will be able to book appointments and order repeat prescriptions only for the child.
- The parent must show 2 forms of ID, one photographic and one proof of ID and proof of parental right ie. birth certificate, at the time of requesting proxy access for their child. **If there are any limitations on access to child, or their information imposed by Court or Social Services, it must be declared.**

Confidentiality & Young People:

- **Please note that access granted to a parent/guardian will end once the child reaches 11 years of age. This is a national standard imposed by NHS England to protect the confidentiality rights of young people.**
- From 11-13 years, a parent can apply for proxy access by completing a new consent form, this will be passed to a GP for authorisation and will require a telephone consultation/appointment between the GP and requesting party/child.
- **From 13 years of age the patient is presumed to have consent to access their medicals records online and this can be set up by the person via the NHS app. There may be scenarios where the GP must assess for Gillick Competence to allow this access, but the NHS app would notify you of this.**
- If a GP or other health professional suspects that a patient is being coerced to give proxy access, they will attempt to establish the true position with the patient. If after discussion with the patient, there are still grounds for suspicion that the patient is not giving access freely, then the GP will not authorise proxy access.

Children and Young People Online Access Proxy Access Application

Patient's Name:	Patient's Date of Birth:
Patient's Address:	
Postcode:	
Patient's Telephone Number:	
Patient's Email Address:	

Is online access to be given to someone else other than the patient (proxy access):	Please indicate: YES ☐ NO ☐
If yes, please state the name below and their relationship to patient (eg. Parent/legal guardian/relative):	
Name of the Person to be given online access:	
Date Of Birth of the Person to be given proxy online access:	
Address and contact details of the Person to be given proxy online access:	
Relationship to Patient:	

For Practice Use Only

Patient's NHS number:		
Identity verified by (PRINT NAME)	Date:	Method of verification by 2 forms of identification Photo ID proof of address and Birth Certificate MUST BE SEEN ID document details PHOTOGRAPHIC ID (what has been seen?) ID document details PROOF OF ADDRESS (what has been seen?) Birth certificate seen for parental responsibility: (Yes or No)
Proxy access authorised by:		Date:
Date account created:		
Date passphrase sent:		
Level of record access enabled:		Notes/comments on proxy access: