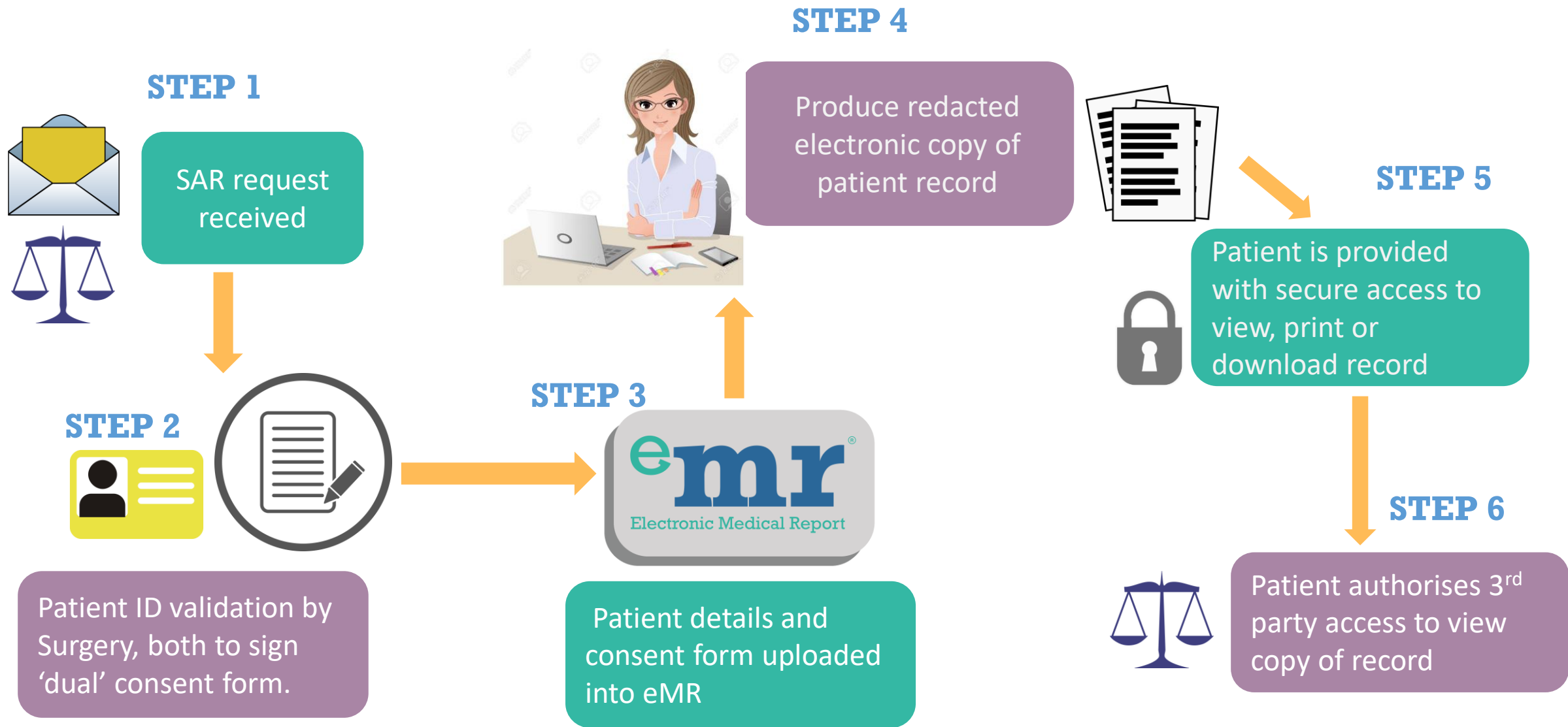


# Processing a Subject Access Request with eMR



## Processing a Subject Access Request with eMR

- 1 GP surgery **receives a letter** of instruction and signed SAR from Solicitor
- 2 **GDPR Patient ID validation process and the signing of the 'dual' consent form** involves the patient visiting the GP surgery with 2 forms of ID ( picture and current utility bill)
- 3 Surgery inputs patient details into eMR and uploads the 'dual' consent form, containing email and mobile phone details, which allows Medidata to provide the Patient with secure access to their medical record
- 4 **eMR produces a copy of the Patient record in seconds**, redacting out sensitive and 3<sup>rd</sup> party information. Once this is complete and the surgery selects 'Submit', a notification email is sent to the Patient with clear instructions in how to access the record using a secure 2 factor authentication.
- 5 **Patient**, when securely in the portal, may **authorise a 3<sup>rd</sup> Party** (Solicitor) to be provided with access details in order to view their record.
- 6 **Third party gains access** to the Patient's record using 2 factor authentication. The 3<sup>rd</sup> part is restricted to 30 day access (GDPR) and this can be extended by the Patient.