

**STANDARD 4.2 MANAGEMENT OF
HEALTH INFORMATION**

Criterion 4.2.3 Transfer of patient health information

On request by the patient, our practice transfers a summary or a copy of the patient health record to the patient, another medical practitioner, health service provider or health service.

Indicators

- ⌘ A. Our GP(s) and staff can describe the procedures for transferring patient health information to another service provider or health service (interview).
- ⌘ B. We record the request by the patient to transfer patient health information on the file. This note includes details of where the information was sent and who authorised the transfer (health records review).
- ⌘ C. When we collect identifiable patient health information for QA&CPD activities, we only transfer it to a third party if the patient provides their consent (document review).
- ⌘ D. When we collect de-identifiable patient health information for QA&CPD activities, we only transfer it to a third party if we have approval to do so from a recognised medical college's QA&CPD process (document review).
- ⌘ E. Our electronic data transmission of patient health information over a public network is encrypted (document review).