



## The Fairfields Practice

The Mary Potter Centre  
Gregory Boulevard  
Nottingham  
NG7 5HY

GP partners:-  
Dr Zoe Marsh **GMC 6078650**  
Dr Archana Dhir **GMC 4786887**  
Dr Julia White **GMC 7017478**  
Dr Eylem Akcan Hannan **GMC 7159577**

Salaried GPs:-  
Dr Julie O'Donoghue **GMC 4413013**  
Dr Abigail Smith **GMC 7421979**

Telephone 0115 942 4352

## My medical records: further information needed or request a change in my written records

**Please note that GP medical records are contemporaneous notes and for medical legal reasons cannot be amended.**

### Please complete this form if:

- You wish to have further information about what you have seen written in your records.
- You feel that there are significant factual entries that you would like to have changed. Please note that we can only do this for the records you have with your current practice. We will address this in the following manner:

### We will address this in the following manner:

- Using the information you give us; we may be able to amend the record you see or in some situations, we will have to make a second entry to add your comments. We may not need to see you to do this, but we may ask you to make a telephone appointment to discuss
- We may direct you to some of the NHS information websites for more information about what is in your records
- We may direct you to your hospital/community provider for further information if it is in relation to an appointment/test not arranged by ourselves

We will aim to address this within 8 weeks and will inform you of our actions

First Name:- .....Last Name:- .....

Address:- .....

Email:- .....

Contact Number:-.....

**Please give us as much information as possible about your issue, including the date the entry was made, and the outcome you hope to achieve:**

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Signed.....

Date.....