

Date: 15th January 2026

Accessing Patient Records - Important Reminder for All Staff

Staff are reminded that you must only access the record of patients where there is reason to do so as part of your job.

You must never access other records (e.g. family, friends or colleagues).

Staff should be aware that access to patient records is audited, and inappropriate access may result in disciplinary action (including dismissal) and even prosecution.

