



The Allan Practice
Guides to Patient Access

How to View Your Medical Record

1. Go to: www.patientaccess.com
2. Sign in to your account using your User ID or email address and your password.
3. Once you've logged in, there is a menu on the left hand side of the page. Click the third option down 'Medical Record'.
4. Once clicked, you will see all of the areas of your medical record that you have access to: problems, medications, test results, documents, consultations, immunisations and allergies.
5. Navigate to the parts of your medical record that you wish to view by clicking on the titles and subtitles.

If you experience any problems with your account, please contact: onlineaccess.theallanpractice@nhs.net.

Making the most out of your account:

- As soon as a Doctor has seen and commented on results and you will be able to see them on the Blood Test results section of your Online Access account. To see the doctor's comments, simply click 'Comments' and it will show you what the doctor has commented on your results.
- Results such as x-ray and ultrasound scan reports come to us as a written report rather than a numerical value. Because of this you will only see that we have received your result back, you will not be able to see the actual result of the investigation.
- Current regulations state that we have to provide you with access to your medical records from the 1st April 2017. For some of your records you will be able to see absolutely everything that we have on our clinical system without a date limitation; however other parts of your record will be restricted and show only from 1st April 2017.