**Newport Surgery**

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Subject Access Requests

* You have the right to access your health record
* An application to access your health record is known as a Subject Access Request
* If you wish to see your health records:
* Your request must be made in writing
* You will need to provide such information as to enable us to verify your identity and locate your health records
* It will assist us if you are able to specify what it is within your record that you want to see
* There is now no charge for accessing this information (only in circumstances that are considered excessive or unfounded would there be such a charge)