Ground Floor



Regent Point

Regent Farm Road

Gosforth

Newcastle upon Tyne

NE3 3HD

Tel: 0191 2821188

Email: [nuth.newcastle.ohs@nhs.net](mailto:nuth.newcastle.ohs@nhs.net)

**Request for Occupational Health Record INCLUDING Psychology Counselling notes**

Please complete the form below and email it to [nuth.newcastle.ohs@nhs.net](mailto:nuth.newcastle.ohs@nhs.net) Once received, you will be giving your consent to process your request.

Failure to complete this form accurately may result in a delay of processing your request.

**Detail of Request:** I would like to request a copy of my Occupational Health Record INCLUDING \*Counselling/\*Psychology Records (\*delete where appropriate)

**Personal Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| First Name |  | Surname |  |
| Date of Birth |  | | |
| Email |  | Mobile / tel |  |
| Main postal Address |  | | |

**Employment/Student Details:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | | **Student** | |
| Dept/Location place of work |  | University |  |
| Position held |  | Course/ Year of intake |  |

**Please highlight how you wish to receive the requested information:**

|  |
| --- |
| Collect in person from OH Department |
| Post to main postal address - please include postcode |

Date of request \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Feedback Surveys**

Please help improve the service you receive. The Survey takes less than 5 minutes to complete.

Patient Feedback link: [https://www.smartsurvey.co.uk/s/MT0FJ/](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.smartsurvey.co.uk%2Fs%2FMT0FJ%2F&data=05%7C01%7Cclare.urwin%40nhs.net%7C52d496175ac945c9b44e08db6e5ac8f7%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638225108408721178%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=7P749SKSF6QEDg52yQLgUOdDOkLx7MbwlAW8688rIxU%3D&reserved=0)

Referrer feedback survey link: [https://www.smartsurvey.co.uk/s/Referrer\_Feedback/](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.smartsurvey.co.uk%2Fs%2FReferrer_Feedback%2F&data=05%7C02%7Celizabeth.murphy2%40nhs.net%7C1b93b15fcbff4e3bd5b908dc174689b2%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638410839020217226%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=mBw9ppyvepC5asPanKMbDiFscA%2BiX1lPfszKXTL5akc%3D&reserved=0)

**How we use your data**

General Data Protection Regulation (GDPR) How we use your data

[Privacy - Newcastle Hospitals NHS Foundation Trust (newcastle-hospitals.nhs.uk)](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.newcastle-hospitals.nhs.uk%2Fhelp%2Fprivacy%2F&data=05%7C01%7Cclare.urwin%40nhs.net%7C52d496175ac945c9b44e08db6e5ac8f7%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638225108408877393%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=gGHtRqHcCfPjoF4VvdwtSC7mRnmexpWBGiqn%2Bd70ZTk%3D&reserved=0)

**NUTH disability support** <http://nuth-intranet/cms/SupportServices/HumanResources/EqualityInclusion/Disability/ResourcesLinks.aspx>

**Wellbeing Support**

<https://northeastnorthcumbria.nhs.uk/staff-wellbeing-hub/>

**OHS information and forms**

[**Newcastle Occupational Health Service - Newcastle Hospitals NHS Foundation Trust (newcastle-hospitals.nhs.uk)**](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.newcastle-hospitals.nhs.uk%2Fservices%2Fnewcastle-occupational-health-service%2F&data=05%7C01%7Cclare.urwin%40nhs.net%7C52d496175ac945c9b44e08db6e5ac8f7%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638225108408877393%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=Q0sbRM95nIcaeJABuQAvoYTFPuwPeFDXhQ%2BR7DZaA8s%3D&reserved=0)