



**CARDIFF BAY SURGERY**

**Request for a My Health Online Account**

My Health Online is a new online service brought to you from NHS Wales. My Health Online offers patients the convenience to book appointments and order repeat prescriptions using the internet. If you wish to register to use My Health Online please fill in the boxes below. To protect patient confidentiality you must provide documents so we can make sure you are who you say you are. When you next visit your practice please return this form and provide identification, preferably photo ID (e.g. driving licence or passport).

**Request for a My Health Online Account**

Please set up a My Health Online Account and issue me with a letter containing my account details.

|  |  |
| --- | --- |
| Full Name |  |
| Date of Birth |  |
| Address |  |
| Phone Number |  | Email : |
| Signature  |  | Date: |

*The following sections to be completed by practice staff.*

**Practice Checklist**

The following checks should be completed before a patient can receive access to My Health Online.

1. Patient’s identity verified by document

 Details of documents checked and added to the GP system

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1. Patient’s name and date of birth checked on this form and updated on the clinical system. (if necessary)
2. Registration process and next steps to registration explained
3. Patient Guide and Frequently Asked Questions provided to patient
4. Advise patients to register their online account over the next 24 – 48 hours