TEMPLATE

Dear

Thank you for your Subject Access Request (SAR) on behalf of xxxxxxxxxxxxxxxxxxxxx

I note the signed consent of the patient for you to make this request.

I am writing to clarify the purpose of this SAR and whether the information you are requesting should be more properly requested under the Access to Medical Reports Act (AMRA) 1988, for which a recommended process is available as agreed with the Association of British Insurers (ABI) as below:-

<https://www.abi.org.uk/globalassets/sitecore/files/documents/publications/public/2017/health/requesting-and-obtaining-medical-information-electronically.pdf>

I would be grateful if you could confirm whether your request for a SAR is appropriate, noting that

as a GDPR compliant Data Controller the practice should only process requests for the release of personal data that are proportionate and relevant, and not excessive, in relation to the purpose for which this information is required.

If it would be more appropriate to receive an ABI agreed Report request, we look forward to doing so.

With best wishes