



Patient Opt Out Request Form

This form is for use by patients to request that their personal information be excluded from processing onto the national Cancer Registry database.

We need the personal information collected on this form so that we can process your request correctly. It will only be used in connection with carrying out your request.

To be completed by the patient. Please complete as fully as possible.

My Details	
Name:	
Address:	NHS Number:
	Date of Birth:
	Sex:
	Telephone Number:
	Email (optional):
	Place Last Treated:
Post Code:	Date Last Treated:

My request

I instruct the cancer registration system in England to stop adding information about me to the cancer registration database and remove, as far as possible all clinical information relating to me including information provided in the 'my details' section above. I understand that the cancer registration system will automatically ensure that the cancer registry will not process further details about me in future.

I have included copies of the necessary ID verification documents

Acceptable ID documents include

- Photo identification (a copy of your passport/driving licence)
- Proof of address (a copy of a utility bill)

(These documents will be destroyed once your opt out is complete)

Signed _____ Date _____

Please return to
Director, NDR
Public Health England
Wellington House,
133-155 Waterloo Road
London, SE1 8UG

Cancer Registry Patient Opt Out Policy Advice

The law permits the Cancer Registry to collect information on all cancer patients in England and Wales. The law gives you, the patient, the right to object to your personal information being used for cancer registration purposes.

If you want to opt out from cancer registration, you must apply in writing preferably by using the Patient Opt-Out Request form above.

On receipt of your completed form and proof of identity documents, our Caldicott Guardian* will seek to contact you directly to ensure that you are fully aware of the value of your information to research and for improving cancer treatments.

If after this conversation you still wish to opt out of the registry, the registry will search all cancer registration files and records and, as far as is practical, delete any existing information relating to you that it may have.

The registry will ensure that it will not collect or process any further information about you.

The registry will also check whether it has sent any identifiable information to other permitted organisations, such as the Office for National Statistics or NHS Digital, and if so will contact them to instruct them to delete the information.

The registry will complete its actions within 20 days of receiving the signed opt out form and will confirm this in writing to you.

* A Caldicott Guardian is a senior person responsible for protecting the confidentiality of patient and service-user information and enabling appropriate information-sharing. The Guardian plays a key role in ensuring that NHS, Councils with Social Services Responsibilities and partner organisations satisfy the highest practical standards for handling patient identifiable information.