

Medical photography and videoing policy: The Oaks Surgery

This policy is based on the GMC guidance – Making and using visual and audio recordings of patients

http://www.gmc-uk.org/guidance/ethical_guidance/making_audiovisual.asp

Scope

This policy covers two main areas:

- Taking of photographs of a patient as part of their clinical care. This may include taking photos to help with diagnosis such as for use in the Teledermatology service or taking photos of lesions prior to minor surgery to correlate the appearance of a lesion with subsequent histology.
- Taking video recordings of a patient consultation for education and training purposes
- Other uses such as for use in lectures and teaching are beyond the scope of this guideline and should follow the GMC guidelines on taking images for secondary purposes. Any such use should be discussed with partners in full practice meeting.

Principles

The principles of respecting a patient's privacy, dignity and autonomy should be adhered to. This will include:

- Giving patients clear information about the purpose of taking the photo or video
- Taking appropriate informed consent in all cases. This should be written consent if the patient can be identified (such as in videoed consultations)
- Taking photos of intimate areas should **never** be performed.
- Photos of children should only be taken in exceptional circumstances. Written consent should be taken and the circumstances should be reported as a significant event to the next practice meeting
- The video should be stopped and the recording or photo deleted at the patients request.

Storage

Photos taken of patients as part of their clinical care eg. Teledermatology should be attached to the patients clinical record and the original deleted. See appendix 1
Appropriate consent should also be recorded in the patient's clinical record either as a scanned attachment or as a Read code

Images should only be taken by mobile phone in exceptional circumstances when there is no other camera available. Photos should be transferred and attached to the patient's clinical record and the original deleted as soon as possible.

Video recordings taken as part of GP training should be stored securely and deleted within one year

Appendix 1

Taking photos for Teledermatology and attaching photos to the patient's clinical record

Import photos to My documents > My pictures > Teledermatology photos, as described in Teledermatology documentation

Open patient's Vision record

Add > attachment

Type of attachment – photo

Summary – description of lesion and location

Click attach

Browse to My documents > My pictures > Teledermatology photos

Select photo required

Click OK to add to Vision record

If photo successfully attached, delete it from the Teledermatology folder unless Teledermatology referral if required

Appendix 2

Patient consent form for video/ digital recording for training purposes

<http://www.rcgp.org.uk/gp-training-and-exams/mrcgp-exam-overview/mrcgp-workplace-based-assessment-wpba/~media/Files/GP-training-and-exams/WPBA/Patient-Consent-Form-for-Video-Digital-Recording.ashx>

Consent for medical photography

I confirm that the purpose of taking a photograph of my medical condition as part of my clinical care has been explained to me. The photograph will be stored as part of my clinical record. It will not be used for any other purpose without my giving further written consent.

I consent to photograph(s) being taken for this purpose as explained by the doctor

Comment

Signature of patient, parent or guardian

Date

Relationship if not the patient

Signature of doctor