
Data Subject Access Request - Full GP Medical Records - Our Reference:100947

From evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>

Date Tue 2026-07-21 11:40 AM

To loth.clinicals70978@nhs.scot <loth.clinicals70978@nhs.scot>

Cc james.taylor@mmalegal.co.uk <james.taylor@mmalegal.co.uk>

 1 attachment (149 KB)

cc170a74-04c4-4426-920f-9a60af66dc69_loa.pdf;

Dear Practice Manager / Data Protection Officer,

Re: [Mr William Mclean]

Date of birth: [01/01/1984]

Address: [73 / 2 Sighthill Drive, Edinburg, EH 11 4QL]

NHS number:

Our reference: [100947]

Thank you for your response advising that the practice will only release our client's GP records directly to the client, for the client to forward to us.

We respectfully request that you reconsider this position.

Our client has signed a Letter of Authority expressly authorising MMA Legal to:

- act on their behalf in connection with this request;
- correspond with the practice regarding the request; and
- receive copies of their GP and medical records directly.

A copy of the signed Letter of Authority has already been provided and is attached again for ease of reference.

The Information Commissioner's Office confirms that a subject access request may be made by a third party on behalf of an individual. The ICO identifies a written authority, signed by the person whose information is requested, as appropriate evidence that the representative has permission to make the request and receive the information.

The ICO's guidance further states that, in most cases, once an organisation is satisfied that the representative has the appropriate authority, it should respond directly to that representative. Where an individual has specifically requested that the organisation does not contact them directly, correspondence should be conducted through the authorised representative.

Our client has provided clear written authority for the records to be disclosed directly to us. Requiring the records to be sent to the client solely so that they can then forward them to us introduces an

unnecessary additional stage and may create avoidable confidentiality and information-security risks, particularly where the records contain sensitive health information.

We fully recognise the practice's obligation to protect patient confidentiality and verify the identity and authority of any representative. Should you require any reasonable additional evidence to verify:

- our client's identity;
- the authenticity or scope of the Letter of Authority;
- our organisation's identity; or
- the secure address or email account to which the records should be sent,

please specify precisely what further information is required, and we will provide it promptly.

Subject to any lawful exemption or specific clinical concern, please arrange for the requested records to be supplied directly to us by a suitably secure method, such as encrypted email, a secure document portal or tracked post.

Please confirm, via email, if you are keeping your current position or if you will adhere to ICO procedures and guidance and will be sending the records to our safe and secure email addresses being the following:

Evidence@mmalegal.co.uk
James.lowe@mmalegal.co.uk

We look forward to hearing from you in due course.

Kind regards,

James
Investigations Team
MMA Legal

E: Evidence@mmalegal.co.uk
T: 0161 570 0550



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