

Westburn Medical Practice

Date 14/08/2026

Westburn Avenue

Falkirk

FK15SU

Our Ref: DSAR-20260814-54D7FF

Client Ref: 101049

Subject: Data Subject Access Request - Full GP Medical Records - Our Reference:101049

Client Name: Miss Sinead Chrystal Fiona Elizabeth Rose Reid

Client Reference: 101049

Client Address: 74 David's Loan, Bainsford, Falkirk, FK2 7NJ

Date of Birth: 04/05/1993

Name in Care:

Previous Address: 44 Mavisbank Avenue, Shieldhill, Falkirk, FK1 2EU

NHS Number:

Dear Sir/Madam,

We act on behalf of the above-named individual and submit this request under Article 15 of the UK General Data Protection Regulation and the Data Protection Act 2018.

Scope of Request

We request a complete copy of the patient's full medical records, including all data held in electronic, paper, and archived formats.

This specifically includes:

Full GP records (not a summary printout)

Consultation notes and free-text entries

Historical paper records (including Lloyd George records where applicable)

Coded clinical data

Correspondence to and from hospitals, specialists, and external providers

Mental health records held within the GP file

Safeguarding concerns or alerts

Referral records and outcomes

Medication and prescription history
Any scanned documents or attachments

Format Requirement

We require a full record extract, not a patient summary or abbreviated report.

Where possible, please provide a complete system export including consultation notes and attachments.

Historical Records

Please ensure searches include:

Archived and legacy systems

Paper and scanned records

Records transferred from previous GP practices

Enclosures

We enclose:

Signed authority

Proof of identity

Should you require any further information to process this request, please advise promptly.

Statutory Timeframe

We expect a response within one calendar month. If an extension is required, please confirm with reasons in writing.

Non-Holding of Data

If you do not hold a complete record, please confirm:

The dates of records held

Details of any previous GP practices

Service of Documents

We only accept service of documents via email at evidence@mmalegal.co.uk. Should you for any reason be unable to send documents to the above email, please notify us via the same email imminently.

Yours faithfully,

James Taylor

Investigations Team

INS Law

E: evidence@inslaw.co.uk

T: +441618880834

← 26 Jul 2026



Account Name
MISS SINEAD REID
RBS REVOLVE

Account No 00256627 Sort Code 83-28-03 Page No 1 of 2



Royal Bank
of Scotland

MISS SINEAD REID
74 DAVIDS LOAN
FALKIRK
FK2 7NJ

Pre-notification of interest

Details of debit interest for the period 25 June 2026 to 26 July 2026

The arranged overdraft interest for this account is £2.82

The unarranged overdraft interest for this account is £0.00

We will take this amount from account number 00256627 on 10 August 2026

Interest
£2.82

Total debit interest we will take:

The current arranged rate which applies is 2.81% per month, effective annual rate 39.49% or other rate agreed with you.

The current unarranged rate which applies is 2.81% per month, effective annual rate 39.49% or other rate agreed with you.

Costs of using an overdraft are included in Your Current Account Terms and our online overdraft calculator can help to work out these costs based on your circumstances. You can find our rates and charges along with other helpful information at:

www.rbs.co.uk/overdrafts

To help manage your money, you can:

- Use our easy and simple mobile banking app to manage your money on the go and check on recent transactions. Go to www.rbs.co.uk/mobile to find out more. The app is available to Digital Banking customers with a UK or international mobile number in specific countries.
- Look out for alerts to help manage your account. Make sure your mobile number and email address are up to date so that we can send these to you.

It's important that you regularly review your account (including any benefits and overdraft facilities) to ensure it meets your needs and remains suitable for you. If you would like to review your borrowing you can review the lending options available to you on our website. If you would like to discuss this further or need more information you can call us or visit a branch.

NOTE: All interest is deducted automatically; there is no need to send payment.

The Royal Bank of Scotland plc. Registered in Scotland No. SC083026. Registered Office: 36 St. Andrew Square, Edinburgh, EH2 2YB. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Financial Services Firm Reference Number 114724.

RETSTMT - V26.2 27/03/26

Account Name
MISS SINEAD REID
RBS REVOLVE

Account No 00256627 Sort Code 83-28-03 Page No 2 of 2



Royal Bank
of Scotland

Statement Abbreviations

Below are the most common abbreviations for transaction types that may be shown on your bank account statement:

ATM = Automated Teller (Cash) Machine

FP = Faster Payment

XFER = Transfer

PYMT = Payment

OD = Overdrawn

For a full list, visit www.rbs.co.uk/support-centre/view-or-change-your-details/view-statements.html

Ways to bank with Royal Bank

Bank anytime, anywhere with our digital banking services.

To apply for our **mobile banking app**, visit www.rbs.co.uk/mobile

Or to register for **Digital Banking**, visit www.rbs.co.uk/digital

Our app is available to personal and business banking customers aged 11+ using compatible iOS and Android devices. You'll need a UK or international mobile number in specific countries.

Need help with your finances

Our free and confidential financial health check tool could help you uncover areas of opportunity, helping you to make the most of your money.

To find out more visit www.rbs.co.uk/financial-health-check.html

How can I let you know about additional support I need?

Banking My Way is a free service that allows you to record information about the support or adjustments you need to make banking easier.

To find out more visit <https://www.rbs.co.uk/accessibility/banking-my-way.html>

Please don't change your marketing preferences.

We at RBS value your privacy and we want you to be in control of how we use your data. You can view and manage your marketing preferences on any device from the RBS app or

at the following links:

• Use the Royal Bank of Scotland app

• Use Royal Bank of Scotland Banking

• Calling us on 0800 782 656

• Calling us on 0800 782 656



Letter of Authority

Authorisation to Act in Relation to Data Subject Access Requests

Full Name	Sinead Reid
Date of Birth	04/05/1993
Previous Names (if any)	
Current Address	74 David's Loan Bainsford Falkirk FK2 7NJ
Previous Address (relevant to care placements)	44 Mavisbank Avenue Shieldhill Falkirk FK12EU
Mothers Name:	Shona Lamond
Fathers Name:	John Reid

Authorised Representative

Firm Name	INS Law
Address	Building B, 23 Goodlass Road, Speke, Liverpool, England, L24 9HJ
Email	evidence@inslaw.co.uk
Telephone	0161 888 0830
Matter Reference	101049

Dear Sir/Madam,

I, Sinead Reid , confirm that I have instructed INS Law to act on my behalf in relation to the exercise of my data protection rights, including my right of access under the UK General Data Protection Regulations and the Data Protection Act 2018. This authority is provided specifically in relation to my application to The Scottish Redress Scheme, providing authority to INS Law to obtain any and all information they deem necessary to progress my application.

I authorise INS Law, including its partners, directions, employees, consultants, agents, and authorised representatives, to:

1. Prepare, submit, and pursue Data Subject Access Requests on my behalf;
2. Correspond with you and communicate with you on my behalf in relation to any Data Subject Access Request or associated data protection matter;
3. Request confirmation as to whether you process my personal data;
4. Request access to, and copies of, my personal data and any supplementary information to which I am entitled under applicable data protection law;
5. Request information concerning the purposes of processing, categories of personal data processed, recipients or categories of recipients, retention periods, sources of data, and any automated decision-making or profiling, where applicable;
6. Provide, confirm, or clarify information reasonably required to identify me and locate my personal data;
7. Receive correspondence, disclosures, copies of personal data, explanations, schedules, electronic files, paper records, and any other response or material provided in connection with the request;
8. Correspondence with you regarding the scope, timing, format, completeness, or adequacy of any response;
9. Raise queries, challenge omissions, request clarification, request further searches, and pursue follow-up correspondence where necessary; and
10. Where appropriate, assist me in making complaints or representations to the Information Commissioner's Office or in taking any further steps arising from your response or failure to respond.

This authority applies to personal data held by you in any form, including paper records, electronic records, correspondence notes, call recordings, account records, internal records, case files, databases, emails, messages, audio recordings, CCTV footage, and any other records containing my personal data.

This authority extends to all personal data concerning me that you hold.

I request all correspondence and disclosure materials relating to any Data Subject Access Request be sent directly to INS Law using the contact details above, quoting reference

I further authorise INS Law to disclose any records, personal data, special category personal data, witness statements and application materials obtained on my behalf to independent Scottish solicitors or legal advisers where reasonably required for the purpose of advising me on any offer, award, review, reconsideration or statutory waiver under the Scottish Redress Scheme.

This authority remains valid from the date of signature, unless revoked by me in writing.

Signature	
Print Name	Sinead Reid
Date	23/07/2026

Certificate of Authenticity

Fintrixor — electronic signature record



Certificate ID	01KY7J3YW1A6Z0HR06NGDX4DRK
Document ID	01KY7HWZQYBJKREYWW5M3M810V
SHA-256 Document Hash	1f58ad8b78af9847f6887317b5443584a7c1c32ca12878adbab721eea3cad0c6
Recipient Name	Miss Sinead Chrystal Fiona Elizabeth Rose Reid
Recipient Email	sineadreid2011@live.co.uk
Signing Timestamp (UTC)	2026-07-23 13:19:56
IP Address	78.86.129.181
Browser	Chrome on Android

Signing Consent & Review

Document opened	2026-07-23 13:16:47 UTC
Document reviewed (scrolled through)	2026-07-23 13:19:45 UTC
Consent confirmed	2026-07-23 13:19:56 UTC from 78.86.129.181

Statement confirmed: "I confirm that my electronic signature is legally binding and has the same legal effect as a handwritten signature."

Audit Trail

Event	Timestamp (UTC)	IP Address	Browser
Document created	2026-07-23 13:16:08	45.145.101.64	Unknown browser
Document sent to recipient	2026-07-23 13:16:14	45.145.101.64	Unknown browser
Document opened by recipient	2026-07-23 13:16:47	66.249.81.160	Chrome
Document opened by recipient	2026-07-23 13:17:14	78.86.129.181	Unknown browser
Document opened by recipient	2026-07-23 13:17:22	78.86.129.181	Chrome
Document reviewed (scrolled through)	2026-07-23 13:19:45	78.86.129.181	Chrome
Legally-binding consent confirmed	2026-07-23 13:19:56	78.86.129.181	Chrome
Document signed	2026-07-23 13:19:56	78.86.129.181	Chrome

Verify this certificate at <https://esign.fintrixor.co.uk/verify/01KY7J3YW1A6Z0HR06NGDX4DRK>