

**East Wing Surgery**

Date 27/07/2026

Wear St  
Jarrow  
NE323UX

Our Ref: DSAR-20260727-18D0EE

Client Ref: 100028

Subject: Data Subject Access Request - Full GP Medical Records - Our Reference:100028

Client Name: Mr John Mckay Fulton

Client Reference: 100028

Client Address: 42 Epinay Walk, Jarrow, NE32 3BL

Date of Birth: 09/11/1946

Name in Care: Homey

Previous Address: NorthFields, Aberdeen

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](mailto: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,

Leah Pearson

Investigations Team

MMA Legal

E: [evidence@mmalegal.co.uk](mailto:evidence@mmalegal.co.uk)

T: 0161 570 0550



## **DEED OF AUTHORITY & CONSENT**

| <b>THIS DEED is made on the date of signature below by (the “Client”)</b> |                                                        |
|---------------------------------------------------------------------------|--------------------------------------------------------|
| Full Name:                                                                | John Mckay Fulton                                      |
| Date of Birth:                                                            | 9 November 1946                                        |
| Previous Names (if any):                                                  |                                                        |
| Current Address:                                                          | 42 Epinay Walk<br>Jarrow<br>South Tyneside<br>NE32 3BL |
| Previous Addresses (relevant to care placements):                         |                                                        |
| CHI / NHS Number (if known):                                              |                                                        |

| <b>IN FAVOUR OF (the “Representative”)</b> |                                       |
|--------------------------------------------|---------------------------------------|
| Firm Name:                                 | MMA Legal                             |
| Address                                    | SToK, 43-59 Princes Street, Stockport |
| Postcode                                   | SK1 1RY                               |
| Email                                      | evidence@mmalegal.co.uk               |
| Telephone Number                           | 0161 563 0816                         |

### **1. STATUS AND CONSTRUCTION**

- 1.1. This Deed is executed as a deed and constitutes valid written authority for the purposes of:
  - 1.1.1. UK GDPR
  - 1.1.2. Data Protection Act 2018
  - 1.1.3. Common law confidentiality
  - 1.1.4. Any related statutory, regulatory or supervisory framework
- 1.2. This Deed shall be interpreted purposively and broadly to give full effect to the Client’s intention that all personal data and Records relating to them be disclosed to the Representative, subject only to lawful statutory restriction.
- 1.3. This Deed is intended to provide clear and comprehensive authority for disclosure of the Client’s personal data.

### **2. APPOINTMENT**

- 2.1. The Client appoints the Representative to act fully on their behalf in connection with:
  - 2.1.1. An application to Redress Scotland;
  - 2.1.2. Any review, reconsideration or appeal;
  - 2.1.3. Evidence gathering and submission;
  - 2.1.4. Any associated advisory, compensatory or restorative process.
- 2.2. Requests made by the Representative shall be treated as made personally by the Client.

### **3. SCOPE OF AUTHORITY**

- 3.1. This Authority applies to all public and private bodies including (without limitation):
  - 3.1.1. Local Authorities and Councils
  - 3.1.2. NHS Boards and GP Practices
  - 3.1.3. Health & Social Care Partnerships
  - 3.1.4. Integration Joint Boards
  - 3.1.5. Religious bodies and orders
  - 3.1.6. Residential and foster care providers
  - 3.1.7. Education authorities and schools
  - 3.1.8. Government departments
  - 3.1.9. Archive services
  - 3.1.10. Insurers holding historical liability files
  - 3.1.11. Successor, merged or restructured public bodies
- 3.2. The Authority applies whether Records are:
  - 3.2.1. Archived, microfiche, digitised or handwritten;
  - 3.2.2. Stored off-site by contractors;
  - 3.2.3. Held by dissolved or reconstituted institutions;
  - 3.2.4. Transferred following statutory reorganisation.
- 3.3. The Client requests that records not be withheld solely on administrative grounds such as archival storage or institutional restructuring including, for example:
  - 3.3.1. The institution has closed or restructured;
  - 3.3.2. Records are archived or require manual retrieval;
  - 3.3.3. Records are held by insurers or successor bodies;
  - 3.3.4. Retrieval involves time or administrative burden.

### **4. SPECIAL CATEGORY DATA – EXPLICIT CONSENT**

- 4.1. For the purposes of Article 9 UK GDPR and Schedule 1 Data Protection Act 2018, the Client gives explicit consent to disclosure of all special category data including:
  - 4.1.1. Physical and mental health records
  - 4.1.2. Psychiatric and psychological reports
  - 4.1.3. Therapy and counselling notes
  - 4.1.4. CAMHS records
  - 4.1.5. Social work and safeguarding files
  - 4.1.6. Ethnicity or religious data where recordedThis includes all NHS and private medical providers.

This explicit consent may be withdrawn at any time by written notice.

## **5. CRIMINAL OFFENCE DATA – EXPLICIT CONSENT**

5.1. For the purposes of Article 10 UK GDPR and Schedule 1 Data Protection Act 2018, the Client gives explicit consent to disclosure of:

- 5.1.1. Criminal offence data
- 5.1.2. Police investigation material
- 5.1.3. Child protection investigations
- 5.1.4. Statements and intelligence logs
- 5.1.5. Outcome decisions

including records held by:

- 5.1.6. Police Scotland
- 5.1.7. Any predecessor Scottish police force
- 5.1.8. Prosecuting authorities.

## **6. THIRD-PARTY DATA AND REDACTION**

- 6.1. The existence of third-party data shall not justify refusal to disclose the Client's personal data.
- 6.2. Where necessary, redaction shall be limited strictly to third-party information.
- 6.3. Mixed data shall be disclosed in redacted form rather than withheld in entirety.

## **7. PROPORTIONALITY AND REASONED DECISION-MAKING**

- 7.1. Any refusal, limitation or redaction must:
  - 7.1.1. Identify the specific statutory exemption relied upon;
  - 7.1.2. Explain how that exemption applies to the particular Record;
  - 7.1.3. Confirm why partial disclosure is not possible;
  - 7.1.4. Be communicated in writing.
- 7.2. Blanket refusal without statutory justification may not satisfy statutory obligations under applicable data protection legislation.
- 7.3. Any reliance upon "disproportionate effort" must provide written reasoning demonstrating why staged disclosure or redaction is not feasible.

## **8. VALIDITY AND FORMAL REQUIREMENTS**

- 8.1. This Deed remains valid for 24 months from execution unless withdrawn in writing.
- 8.2. Disclosure shall not be refused because:
  - 8.2.1. An internal template form has not been used;
  - 8.2.2. The Authority is considered "out of date" within internal policy;
  - 8.2.3. Additional consent is sought beyond reasonable identity verification.
- 8.3. Any organisation acting in good faith reliance upon this Deed shall be fully discharged in making disclosure.

## **9. REGULATORY AND STATUTORY RIGHTS**

In the event of non-compliance, refusal, or unreasonable delay in responding to a lawful request made under this Deed, the Client and/or the Representative reserve the right to pursue any statutory or regulatory remedies available under applicable law.

This may include raising concerns with the relevant supervisory authority or regulator where appropriate.

Nothing in this Deed limits the Client's rights under the UK GDPR, the Data Protection Act 2018, or any other applicable statutory framework.

Withdrawal shall not invalidate disclosures already made in reliance upon this Deed.

### **EXECUTION AS A DEED**

|                                               |                                                                                   |
|-----------------------------------------------|-----------------------------------------------------------------------------------|
| Signed and delivered as a Deed by the Client: |                                                                                   |
| Signature                                     |  |
| Print Name                                    | John Mckay Fulton                                                                 |
| Date                                          | 04/03/2026                                                                        |

|            |                                                |
|------------|------------------------------------------------|
| Witness    |                                                |
| Name       | James Ryan                                     |
| Address    | SToK, 43-59 Princes Street, Stockport, SK1 1RY |
| Occupation | Case Handler                                   |
| Signature  | James Ryan                                     |
| Date       | 04/03/2026                                     |

# Completion Certificate

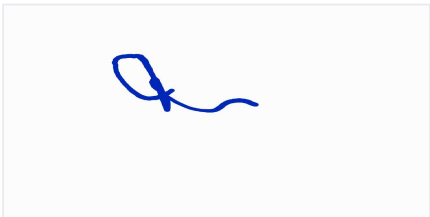
Reference ID: a2ed5cda-e987-40ba-903b-1b6ac478b3ff

## Document Details

**Document Name(s):** part-1, part-3, cfa, loa, fee-clarity  
**Total Pages:** 4  
**Sent By:** James Ryan (195.21.72.3)  
**Completed Date:** Mar 04, 2026 10:52:35 UTC

## Signer Information

**Name:** John Mckay Fulton  
**Email:** johnfulton2022@gmail.com  
**Telephone:** 07843149275  
**IP Address:** 92.28.144.124



Verified Electronic Signature

## Audit Trail

| Action                         | Timestamp           | IP Address    |
|--------------------------------|---------------------|---------------|
| Created                        | 2026-03-04 10:50:54 | System        |
| Document link opened by client | 2026-03-04 10:51:28 | 195.21.72.3   |
| Document electronically signed | 2026-03-04 10:52:35 | 92.28.144.124 |

## Security Verification

SHA-256 Checksum: 992489f9c5b0881dbbf38cc7d4a4014452e96e6621a43f105d54501fe84d2d40



John Fulton  
42 Epinay Walk  
Jarrow  
South Tyneside  
NE32 3BL

26<sup>th</sup> January 2026

Dear John,

I am writing to confirm that we have received your application for Scotland's Redress Scheme. Your application reference number is : APP552463

Your application will be assigned to a designated case worker who will be responsible for working on your application and will be a point of contact throughout the process.

Please note that due to the high volumes of redress applications received, the time taken to have applications assigned to a case worker is taking longer than we would like. Whilst we cannot provide a timescale for how long it may take to have your application assigned to a case worker, it may be helpful to be aware that we are currently assigning applications that were received in February 2025.

We would like to reassure you that we are working hard to ensure your application will be assigned at the earliest opportunity. You can continue to provide further information to the scheme in order to progress your application. You can also contact the team if you wish to discuss your application. They are here to help and answer any questions you may have.

We have reviewed the documents provided to date, and provide a summary of the further information required below.

In summary:

- Part 3
- Certified ID – information sheet included
- Care records – information sheet included
- Supporting documentation
- Bank details
- Date of birth and contact details for your nominated beneficiary

### **Support service**

We have a support service who can provide practical support with the application, emotional support through the process and support to access records. If you would like to access support from our support service, please contact us on the details below.



## **Further Information**

We are enclosing a copy of the Summary of Options guidance, and a flow chart providing information about the application process, which we send to all applicants.

We provide some further information about the documentation required to progress your application below:

### **Bank Statement**

You have not provided your bank details. In order to ensure any payment is only received by applicants we will require a bank statement to confirm your account. We do not need to see any transactions, simply your name, address, sort code and account number. If you have any questions regarding this please do not hesitate to contact me.

### **Part 3 Application**

You have ticked on Part 1 that you wish to apply for a individually assessed payment. This means that you need to complete Part 3.

This can be the most difficult part of the application to complete as it requires you to provide a statement of abuse. Please contact us if you would like some support to write your statement. Our Redress Support Service can offer practical support such as transcription and also emotional support.

### **Certified ID**

This information is needed to confirm who you are.  
You must do this by providing a certified copy of your identification documents.

You have provided a copy of your driving licence which is an appropriate identification document, however the scheme requires this to be certified. Please see enclosed/attached information sheet on how to certify documents.

### **Care Records**

For individually assessed payment applications, you need to provide one document to show you were in the care of each relevant care setting you mention in your application.

Please see page 22 of the "Help to Apply" guidance.

I enclose information sheet regarding the different ways to access care records.

### **Supporting Documents**

For individually assessed payment applications, you need to provide at least one document that supports your statement of abuse.

You can read more about documents you can use on page 33 of the “Help to Apply” guidance.

### **Further help and support**

If you have any questions about the contents of this letter, require additional copies of application forms, or require any further support concerning your application, please don't hesitate to get in contact with us.

### **Solicitor's fees**

You can choose to involve a solicitor to support you with your application to Scotland's Redress Scheme. You do not need to involve a solicitor to make an application. You can contact us directly using the details below.

Scotland's Redress Scheme can pay fixed fees directly to your solicitor. This is available to all applicants and is not means tested. You should check that your solicitor will work for the fees available. They should request payment directly from Scotland's Redress Scheme.

You or your solicitor can find out more information on available fees by contacting us using the details below, or by reading the statutory guidance on [gov.scot/redress](http://gov.scot/redress).

Even though the fees are paid by Scotland's Redress Scheme, your solicitor is independent. They will work for you and not for Scotland's Redress Scheme.

**Telephone:** 0808 175 0808 (freephone)

Lines are open Monday to Thursday from 10am to 4pm, excluding Scottish public holidays. There is an answering machine at other times, and if you leave a message we will get back to you as soon as we can.

**Email :** [apply@redress-scheme.scot](mailto:apply@redress-scheme.scot)

**Post :** Redress, PO Box 24209, EDINBURGH, EH7 9GT

You can also contact the **Redress Emotional Support Helpline** directly on 0800 211 8403 where you can leave a message and someone will get back to you as soon as possible.

Kind regards

Scotland's Redress Scheme