

Date 01/06/2026

**Millview Hospital**

Portland House  
Richmond Road  
Worthing  
West Sussex  
BN111HS

Ref: 100412

Subject: Data Subject Access Request – Mental Health Records

Client Name:

100412

Address:

Date of Birth:

Also Known As:

NHS Number (if known):

Previous Addresses (if applicable):

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 disclosure of all personal data held in relation to our client within your mental health services, across all systems and formats.

This includes, but is not limited to:

- Full mental health records and care files
- Psychological and psychiatric assessments
- Therapy and counselling records, including session notes
- Clinical notes and free-text entries
- Risk assessments and safeguarding records
- Care plans and treatment plans
- Correspondence between clinicians and external agencies
- Referral records and outcomes

Crisis team or liaison team involvement  
Any records of disclosures made by the patient  
Any scanned documents, attachments, or archived materials

### **Format Requirement**

We require a complete record disclosure, including detailed clinical and therapy notes.  
Please do not provide a summary or abbreviated extract in place of the full record.

### **Historical Records**

Please ensure searches include:  
Archived and legacy systems  
Paper and scanned records  
Records held under previous service structures or successor organisations

### **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 in writing with justification.

### **Non-Holding of Data**

If you do not hold relevant records, please confirm:  
Whether the individual was known to your service  
Details of any alternative or successor service providers

### **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,

Investigations Team  
MMA Legal  
E: [evidence@mmalegal.co.uk](mailto:evidence@mmalegal.co.uk)  
T: 0161 563 0816

## **DEED OF AUTHORITY & CONSENT**

<b>THIS DEED is made on the date of signature below by (the “Client”)</b>	
Full Name:	Joseph Stirling Mcgurk
Date of Birth:	24/08/1958
Previous Names (if any):	
Current Address:	95 Lynchet Close Brighton BN1 7EY
Previous Addresses (relevant to care placements):	
CHI / NHS Number (if known):	

<b>IN FAVOUR OF (the “Representative”)</b>	
Firm Name:	MMA Legal Limited
Address	43-59 Princess 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	Joseph Stirling McGurk
Date	31/03/2026

Witness	
Name	Gemma Rawston
Address	43-59 Princess Street, Stockport, SK1 1RY
Occupation	Case Handler
Signature	Gemma Rawston
Date	31/03/2026

# Completion Certificate


Reference ID: 47060c44-ced2-4b9e-bfb4-282f49fad39e

## Document Details

**Document Name(s):** part-1, part-3, cfa, loa, fee-clarity  
**Total Pages:** 4  
**Sent By:** Gemma Rawston (195.21.72.3)  
**Completed Date:** Mar 31, 2026 11:40:13 UTC

## Signer Information

**Name:** Mr Joseph Stirling Mcgurk  
**Email:** joemcgurk58@outlook.com  
**Telephone:** 07935288765  
**IP Address:** 2a06:5904:343a:f500:8917:5cfb:b6ed:50ca



Verified Electronic Signature

## Audit Trail

Action	Timestamp	IP Address
Created	2026-03-31 11:35:11	System
Document link sent to client by sms	2026-03-31 11:35:11	System
Document link sent to client by email	2026-03-31 11:35:12	System
Document link opened by client	2026-03-31 11:38:12	2a06:5904:343a:f500:8917:5cfb:b6ed:50ca
Document electronically signed	2026-03-31 11:40:13	2a06:5904:343a:f500:8917:5cfb:b6ed:50ca

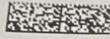
## Security Verification

SHA-256 Checksum: 4f729112684578113fee6ef6eb0a6382c2f34dee131f3bb97cd1b12c5a2a1466

*This document is a legally binding record of the e-signature process.*

385 A

Mr Joseph Stirling-McGurk  
95 Lynchet Close  
BRIGHTON  
BN1 7EY



H151000P03 0X  
K385 C1.187/451 b1

Hospital No: 4147153  
04 Mar 2026

Dear Mr Joseph Stirling-McGurk

Please see below details of your planned appointment to see the Neurology Team.

**Date: Wednesday, 04 Nov 2026 Time: 13:30**  
**Dr Andrew Barritt**  
**Location: Neurosciences Outpatient - Level C3 Louisa Martindale Building, Royal Sussex County Hospital, Eastern Road, Brighton BN2 5BE**

If you need to rearrange this appointment, please telephone or 0300 303 8360 quoting your hospital number 4147153.

We provide a Text reminder service. If we hold your Mobile telephone number on our system, you will receive a reminder 7 days before and again 48 hours prior to your appointment.

Although you have an allocated time slot for your appointment, you may have to wait as other appointments can over run or the doctor may be called away to an emergency. Hospital staff will always try to keep you informed about any delays. You should therefore allow plenty of time for your visit, inclusive of parking and/or public transport.

You can find information about coming to hospital for your appointment including travel, parking and our facilities on our website: [www.uhsussex.nhs.uk/hospitals](http://www.uhsussex.nhs.uk/hospitals).

Please bring with you a list of any medications you currently take and your diary as it might be possible to agree a further date for treatment or appointment if needed.

Please note, NHS healthcare is not free for everyone. If you are visiting England or not living here on a lawful or settled basis, you may have to pay for your hospital treatment. Please check by visiting [www.uhsussex.nhs.uk/Overseas](http://www.uhsussex.nhs.uk/Overseas).



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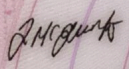
By signing up for our digital services, we will not send duplicate letters via the postal services.



**UK** DRIVING LICENCE



- 1. MCGURK
- 2. MR JOSEPH
- 3. 24.08.1958 SCOTLAND
- 4a. 18.04.2025 4c. DVLA
- 4b. 23.08.2028
- 5. MCGUR508248J98ZY 32

7. 

8. 95 LYNCHET CLOSE, BRIGHTON, BN1 7EY

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9. AM/A/B1/B/C1/D1/BE/C1E/D1E/f/k/l/n/p/q

