



Public Health England

Population
services
to the 

National Cancer Registration and Analysis Service (North West)
2nd Floor 3 Piccadilly Place
London Road
Manchester M1 3BN
T: (0161) 234 9560
www.gov.uk/phe

Dear Head of Practice,

I would be grateful if you could provide us with additional clinical information on a patient who was under your care, whose details are on the enclosed form, and whose death certificate has been copied to us by the Office of National Statistics as it mentions a registerable condition.

As part of the National Cancer Registration and Analysis Service for England the North West office is responsible for collecting information on all those patients diagnosed with cancer in the North West. In most cases we learn of the diagnosis when the patient presents and we are able to get clinical details from the hospital notes and pathology reports. However, on occasion, such as this case, we only receive notification of cancer when we are sent a copy of the death certificate. When this happens, in order to make sure that we have as accurate information as possible to complete the cancer registration, we try to collect clinical information from the treating physicians.

Could you please see if you have information in your clinical notes or electronic records that would answer the questions on the attached sheet and return it to us at the Cancer Registry in the pre-paid envelope?

The information that we hold is highly confidential and subject to strict security. The collection of the data by the National Cancer Registration and Analysis Service is authorised under Section 251 of the NHS Act 2006. The National Information Governance Board and the Ethics and Confidentiality Committee have given permission to the Registry to request and collect patient information without informed consent, solely for the purpose of cancer registration. Details of the consent can be found at:

www.hra.nhs.uk/about-the-hra/our-committees/section-251
www.ukiacr.org

You may notice from the letterhead that as part of the NHS reorganization in April 2013 we have become part of a single National Cancer Registration and Analysis Service in Public Health England. We have ensured that with the transfer of the Registry to the new organization that the information governance requirements and the permission granted by the National Information Governance Board to hold patient identifiable information remains the same as previously; the stringent data release rules are also unchanged.

The Caldicott Guardian for the data is Dr Michael Eden FRCPATH, and he would be more than happy to discuss any concerns you might have about the release of patient identifiable information.

Thank you for your help.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jem Rashbass'.

Dr Jem Rashbass BSc MB BS, PhD, FRCPATH
National Director for Disease Registration

SAMPLE



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Our ID:
Forename:
Surname:
DOB:
NHS No:
DOD:
Address:
Postcode:

Death Certificate Notification Information Request

According to your records:

Did the above patient have a malignancy?

If yes, Site of primary tumour

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Type of Growth

.....

..

Did the patient attend hospital for the malignancy?

If YES, Date of Referral

.....

..

Date first diagnosed

.....

..

Hospital(s) attended

.....

..

Hospital

number(s).....

.....

Date(s) attended

.....

..

Consultant(s)

Treatments, including start dates if known (please tick where appropriate)

Biopsy	Date:	Radiotherapy	Date:
Cytology	Date:	Hormone Therapy	Date:
Surgery	Date:	Chemotherapy	Date:

Other, please specify

Any further relevant information

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Many thanks for your help

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