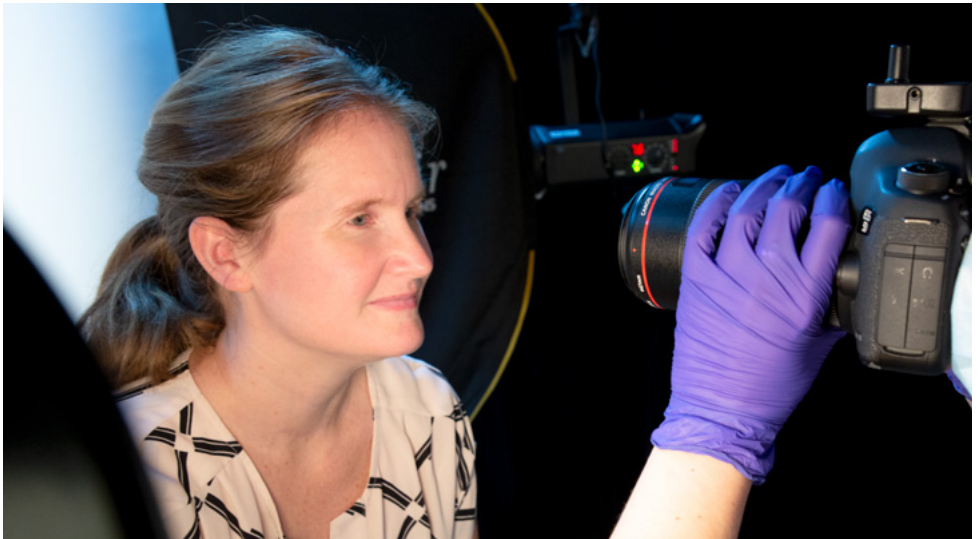


Medical Illustration Department

## Why do I need to have photographs or video taken?



This leaflet helps to explain about the process of having your photographs or video taken. If you have any further questions after you have read this leaflet please do not hesitate to speak to the photographer before you have your photographs or video taken.

The Medical Illustration Department provides photography and video for use in patient care at Bradford Teaching Hospital NHS Foundation Trust.

## Why do I need to have photographs or video taken?

Your doctor has asked us to take photographs or video to help monitor and record your treatment and progress. The photographs/video are confidential and only authorised clinical staff involved in your care has access to these images.

### Consent

You will be asked for your consent before any photographs/video are taken. Please read this leaflet before signing the consent form and keep the leaflet for future reference.

Your doctor will have already explained why the photographs/video are needed and will discuss with you if they may be used for other purposes.

There are three levels of consent; you will be able to indicate which level of consent you agree to on the consent form.

**Level 1** means that you consent to having your photographs/video taken and that they will be kept in your medical records.

**Level 2** means that you consent to having your photographs/video taken for your medical records and that they will also be used to teach other healthcare professionals about your condition. Your doctor may also use the photographs/video to discuss the management of your condition with other healthcare professionals.

**Level 3** means that you consent to having your photographs/video taken for your medical records, used to teach other healthcare professionals and can be used in medical journals and textbooks to illustrate a particular condition. In such cases the doctor will write to you, explaining why he/she wishes to publish the photographs/video.

If you change your mind and want to change the level of consent or to withdraw it completely, this is of course possible although we cannot accept liability if photographs/recordings (for which you previously consented) have already been published.

## **Can I have copies of my images?**

Your photographs and video recordings are stored in accordance with the Data Protection Act 2018 and General Data Protection Regulation. This means you can apply to see copies of your medical records which includes your photographs/videos. For further information please contact the Medical Records Department on 01274 365883.

## **What will happen when I attend my appointment to be photographed/videoed?**

Photography/videography will take place in the privacy of the Medical Illustration studio. The photographer will explain to you what is required and will demonstrate how you should be positioned in order to get the best view. We take the photographs in a consistent and scientifically precise way by using standard views and magnifications, we may ask you to remove items of clothing, jewellery and sometimes make-up.

## **Who will photograph me/take the video recording?**

A qualified clinical photographer, who is registered with the Academy for Healthcare Scientists, will photograph/take the video recording of you.

We have both male and female photographers and where possible a photographer of the same gender will photograph/undertake the video recording of you. If we are unable to provide the same gender photographer, you will be given the option to be photographed/videoed with a chaperone or we will re-book your photography/video for another day and time convenient for you.

## How long will I have to wait?

You will usually be photographed / videoed within a few minutes of being registered at the reception desk in the Medical Illustration Department. Staff on the day will let you know if there is a longer wait to be photographed/videoed.

## Suggestions and Improvements

If you would like to make any comments or suggestions about our service then please contact the Medical Illustration Manager.

You can contact the Medical Illustration Department as follows:

**Write to:** Medical Illustration, St Luke's Hospital, Little Horton Lane, Bradford, West Yorkshire, BD5 ONA

**Telephone:** 01274 365160 (Monday to Thursday from 8.30am until 5pm and Friday from 8.30am until 4.30pm).

**People with hearing and speech difficulties:** You can contact us using the Relay UK app. Textphone users will need to dial 18001 ahead of the number to be contacted.

**By email:** [medical.illustration@bthft.nhs.uk](mailto:medical.illustration@bthft.nhs.uk)

If you need this information in another format or language, please ask a member of staff to arrange this for you.

Bradford Teaching Hospitals NHS Foundation Trust is a smoke-free organisation. You are not permitted to smoke or use e-cigarettes in any of the hospital buildings or grounds.