

HOW TO OBTAIN YOUR MEDICAL RECORDS

In order to evaluate your case properly, we need (and the law requires) medical records documenting:

- 1) A history of the problem for which you are seeking an evaluation, with proof of its chronic nature.
- 2) Proof that you have seen a physician in the last year for this condition and that someone is actively overseeing this condition. The reason for this is that they can evaluate if this condition:
a) has changed or progressed, b) has a new treatment or c) no longer exists.)

Note:

*Medical Bills, Pharmacy receipts, Prescription bottles, legal documents and disability documents are helpful because they **may** contain some medical information **but are not by themselves Medical records**. We encourage patients to bring as much information as possible.*

Although, at first, we had the records sent here by our request, our practice has found that this has a very low success rate. Clinician's offices respond much better to a patient's requests when they are made directly from the patient. This allows **YOU** to follow exactly what is happening by the calling the office to which you made the request frequently to assess the progress.

When requesting these records, you should be specific as to which medical records you are requesting (i.e. for what condition that you have) and for what time period. You do not need to explain why you need the records, this is your business. Some Clinician's offices will just issue a letter regarding the condition that you specify. As long as this letter covers the chronic nature of the condition and that you are currently being treated, it should be sufficient. This may be a hand written note, however ask the doctor to include the diagnosis, its duration and treatments and that you are under his care.

You must have the clinician's offices send the records to your address or pick them up yourself so you can monitor when and if they arrive. Furthermore, if your doctor needs more information or compensation for copies they can contact you. This is why patients should pick up records personally

We have a form (release) that does this and we recommend you use it. Make a copy of this request and if you do not receive the records in the required amount of time (allow 5 extra days for mailing), you need to call them and ask if there is a problem.

When you receive your records, forward them or bring them to our office at the time of your visit.

If your doctor's office refuses to help you, you should inform them (in writing and on the phone) that you will report them to the medical board if you do not receive the records as previously requested. The medical board takes these problems seriously and will help.

In general, this refusal rarely if ever happens.

The federal government passed a law in 2004 that requires all physicians or health care providers, to provide a copy of the medical records to a patient after they have made a formal request. This reproduction of the records must occur within 15 days of having received the properly completed requisition form and any fees that may be required for the copying.