



**THH PEDIATRICS**  
TENDER HEARTS & HANDS

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**Request for Release of Medical Records**

Date of Request: \_\_\_\_\_

Name(s) of Patient(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DOB \_\_\_\_\_  
DOB \_\_\_\_\_  
DOB \_\_\_\_\_

I hereby authorize Drs. Takai, Hoover, Hsu, and Associates to release medical records on the above patient(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Parent or Legal Guardian

How are the records going to be obtained? Circle One      PICK UP      MAILED

**WE DO NOT FAX RECORDS!!!**

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Reason for Leaving Practice: \_\_\_\_\_

- Records will include:
- Problem list and pertinent office visit
  - Health maintenance sheets
  - Growth Chart
  - Immunization records
  - Consultant reports
  - Pertinent lab work and diagnostic studies

**RECORDS NORMALLY TAKE 7-10 DAYS TO COMPLETE**

-----OFFICE USE ONLY-----

Date Payment Received: \_\_\_\_\_ Date Copied \_\_\_\_\_

Method of Payment    Cash \_\_\_    Check \_\_\_    Charge \_\_\_    Needs to Pay \_\_\_