

Dunedin Street Medical Centre

Patient request to transfer medical records

An administration fee applies to cover tasks associated with this service, for example, preparation and photocopying.

Every endeavour will be made to process requests for transfer of medical record within 30 working days. Your medical record contains sensitive personal information. Once in possession of this information, we recommend you take all appropriate measures to safeguard your privacy.

PATIENT TO COMPLETE

Date of request:	
Patient name:	Date of birth:
Address:	
Previous address:	
Telephone (home)	Mobile
Nature of request	Practice name and address
<input type="checkbox"/> Send medical records to another practice	
<input type="checkbox"/> Request records from another practice	
Other – please advise	

Patient signature	Date
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Service requested (please tick the appropriate box)	Cost of service
I would like information from my medical record <input type="checkbox"/> Summary of patient file OR <input type="checkbox"/> Copy of patient file	\$0 Dependant on size of file

Please note: it is not possible to claim a Medicare rebate on any of the above fees and charges.

COPY TO BE ENTERED IN THE PATIENT RECORD