

Below are some helpful tips on how to fill out the records release form.

Please complete the following:

- Box #7 -Where the records are coming from.
- Box #8 -Where are the records going to.
- Box # 9 (a) – Check 1 box (We recommend Entire medical record)
 - lines to the right under “Include:”
- Box # 9 (b) – This can be skipped more for a lawyer.
- Box 10 – Check 1 box (Example of other: At request of office)
- Box 11- Needs to be a specific date (Example: 1 year from today’s date, Until termination of care, etc.)

If you have any questions or concerns before your appointment, please feel free to contact the office. Please forward the completed form to our office or your previous provider.

Thank you!
CNY Women’s Healthcare