



COLORECTAL/ANORECTAL PHYSIOLOGY & SURGERY

- Donald B. Colvin, M.D., F.A.S.C.R.S.
- Lynda S. Dougherty, M.D., F.A.S.C.R.S.
- Daniel P. Otchy, M.D., F.A.S.C.R.S.
- Lawrence E. Stern, M.D., F.A.S.C.R.S.
- Kimberly A. Matzie, M.D., F.A.S.C.R.S.
- Caroline Sanchez, M.D., F.A.S.C.R.S.
- Katherine Khalifeh, M.D., F.A.S.C.R.S.
- Timothy A. Plerhoples, M.D., M.P.H.
- Elizabeth York, P.A.-C.

WWW.FAIRFAXCOLORECTAL.COM

P: (703) 280-2841

F: (703) 280-4773

Medical Records Request & Release of Information

We would be happy to provide you or the physician of your choice with a copy of your medical records. We will review your request within 24-48 hours business hours and complete the request within 7-10 business days.

FEE: *If your medical records will be going from us directly to another provider there is **no fee**, however if you require a copy for yourself the cost is \$25. If you should require those records be expedited there will be an additional fee of \$20.*

PAYMENT: Payment must be made prior to the release of the copied records. We accept payment by phone with a credit card, or you may stop by the office and make a payment by check, credit card or cash.

NAME OF THE PHYSICIAN that your records should be sent to: _____

PHONE number to their practice: _____

FAX number to their practice: _____

In order to maintain compliance with HIPAA regulations, we will need you to sign this request and provide us with a copy of your government issued identification. By signing this release if you have requested that your records go to another provider you are authorizing that we forward those records to the above mentioned provider.

Patient Name / Patient DOB

Patient Signature and Date

FAIRFAX: 2710 Prosperity Ave., Suite 200, Fairfax, VA 22031 ~ **RESTON:** 1800 Town Center Dr., Suite 311, Reston, VA 20190

FAIR OAKS: 3580 Joseph Siewick Dr., Suite 302, Fairfax, VA 22033 ~ **ALEXANDRIA:** 4660 Kenmore Ave., Suite 1110, Alexandria, VA 22304

LOUDOUN: 44055 Riverside Pkwy, Suite 108 B, Lansdowne, VA 20176