

Market Street Medical Practice

Request for Medical Records

If you should like a copy of your medical records, please supply the following information to the Practice Manager:

Name.....

Address.....

.....

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Date of Birth.....

NHS number, if known.....

Signature.....

Date.....

FEE

A fee will be required before the records are released.

This will normally be £10 for computerised records, but may be more if records are held partially on paper.

Payment may be made by cash, debit card or cheque made payable to 'Market Street Medical Practice'

We will provide your records within 40 days.

If you have any queries, or would like to make an appointment to view your records, please contact the Practice Manager on 01229 462591.

Title	Version	Author	Valid from	Reviewed	Next review	Out of use
Access to Medical Records Request Form	1	SJ	Apr 16	Apr 16	Apr 17	