



Riverdale Gastroenterology & Liver Diseases

www.riverdalegastro.com

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MEDICAL RECORDS REQUEST POLICY

Anyone that requests medical records from Riverdale Gastroenterology & Liver Diseases must sign a HIPAA compliant release. The release must specify who the records are to be sent to. If the records are on premises we will make our best effort to have them ready within 5 business days of (our receipt of) the signed HIPAA release. We are allowed to charge \$0.75 per page for the records in our possession. In the event the records are stored off-site or are not accessible, we will make our best effort to have the records within 2 weeks of (our receipt of) the signed HIPAA release.