

**MEDICAL RECORDS REQUEST**

Dear Dr. \_\_\_\_\_:

This letter will authorize you to provide a copy, summary, or narrative of my medical records (as indicated by the check mark(s) below) or to otherwise release confidential information. At this time I am requesting the following:

\_\_\_\_\_ Complete record

\_\_\_\_\_ Records of care from \_\_\_\_\_ to \_\_\_\_\_ only

\_\_\_\_\_ Records of care concerning the following condition(s)

\_\_\_\_\_

\_\_\_\_\_ Other. Specify: \_\_\_\_\_

\_\_\_\_\_ Confer with other person orally about information in my medical record

**HIV/AIDS.** I consent to the release of any positive or negative test result for AIDS or HIV infection, antibodies to AIDS, or infection with any other causative agent of AIDS, with the rest of my medical records.  
Initial \_\_\_\_\_ Date \_\_\_\_\_

to the following person(s):

**William C. Biggs, MD FACE**  
**Via Fax (Preferred): (806) 356-0045**      **or Via Mail: William C Biggs MD FACE**  
**1215 S. Coulter Street, Ste 400**  
**Amarillo, TX 79106**

The reasons or purposes for this release of information are:

\_\_\_\_\_  
\_\_\_\_\_

I understand that you will provide this information within 15 business days from receipt of request.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Patient or person legally authorized to consent on patient's behalf)