

**To Whom It May Concern**

**REQUEST FOR TRANSFER OF MEDICAL RECORDS**

Please arrange for the transfer of medical records as authorised below.

**Patient:** Mr  Master  Mrs  Ms  Miss  Other \_\_\_\_\_

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Last Name \_\_\_\_\_ Male  Female

Home Address \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

Date of Birth \_\_\_ / \_\_\_ / 19\_\_\_ Contact telephone number \_\_\_\_\_

**Patient Authorisation:**

I hereby authorise Dr/Practice name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

to release copies of my medical records to

**Pymble Family Doctors**  
**99-101 Grandview Street**  
**Pymble NSW 2073**  
**Ph: (02) 9144 6208 Fax: (02) 9144 6209**  
**\*\*Note: We use Best Practice, please send via BP .xml format,**  
**via CD or USB if possible\*\***

Signed

\_\_\_\_\_  
Patient / Guardian Signature

Date \_\_\_/\_\_\_/\_\_\_\_\_