



## Request for Transfer of Medical Records

Date: .../.../.....

To: .....  
(Medical practice name)

.....  
(Medical practice address)

Dr. .... (Dr's Name) Ph: .....

We wish to advise you that the following patient(s) are now attending this medical practice and would like to have his/her/ their medicals records transferred. We would appreciate it if you could send any relevant information which would assist with their continuing care.

**If your practice uses a Medical software we would appreciate if you could export the patient files onto disc using XML format. Thank you.**

We/ I hereby authorise the release of my/ our medical records to Two Rocks Medical Practice.

Name: ..... DOB: .../.../..... Patient's Signature: ..... Name:  
..... DOB: .../.../..... Patient's Signature: ..... Name:  
..... DOB: .../.../..... Patient's Signature: ..... Address:  
.....

Please include other members of my family (16 years and under) as listed:

Name: ..... DOB: .../.../.....

Name: ..... DOB: .../.../.....

Name: ..... DOB: .../.../.....

Thank you,