



Mobile Health Management Services
229 West 36th Street
New York, New York 10018
(212)695-5122 (Office)
(212)695-2260 (fax)

Instructions to Request a Medical Record

To request a copy of your medical records, please follow the instructions below.

1. Pick your Delivery Option (Standard or Express):

Delivery Type	Cost	Description
Standard	\$5.00	You will receive your records in the mail within 10 to 15 business days
Expedited	\$25.00	You will receive your records in the mail within 2 to 3 business days

2. Pick your Request Option (Mail or Online):

Online:

Visit <http://www.mobilehealth.net/records-request> to request your record and pay with a credit or debit card.

Mail:

Follow these instructions to request your records via mail:

1. Send a self-addressed stamped envelope along with the completed Medical Records Request Form to:

Mobile Health
Attn: Medical Records Request
229 West 36th St, 9FL
New York, NY 10018
2. Include a money order (no cash or checks) for \$5.00 or \$25.00 depending on your delivery choice

3. Receive your Records in the Mail

All medical records will be mailed to you. You may not visit a Mobile Health office to receive a copy of your medical record.



Medical Records Request Form

1. Complete all of the following information

Today's Date: _____

Name: _____

Address: _____ Apt# _____

City: _____ State: _____ Zip _____

Telephone Number: _____

Date of Appointment: _____

Social Security Number: _____

Name of Agency or School: _____

2. Choose a Delivery Type

<u>Check One</u>	Delivery Type	Cost	Description
<input type="checkbox"/>	Standard	\$5.00	You will receive your records in the mail within 10 to 15 business days
<input type="checkbox"/>	Expedited	\$25.00	You will receive your records in the mail within 2 to 3 business days

3. Include a Money Order (no cash or check) for \$5 or \$25

4. Mail your form and money order to:

Mobile Health
Attn: Medical Records Request
229 West 36th St, 9FL
New York, NY 10018

*You may also request your records online using a credit/debit card at
<http://www.mobilehealth.net/records-request/>