## MEDICAL RECORDS REQUEST INFORMATION

Dr. Ranard is retiring and our office will be closing March 31<sup>st</sup>. Many patients have received the medical records transfer request form. We are obligated by law to keep patient records for 6 years. Dr. Ranard has chosen Gastro Health to be the custodian of our medical records after his retirement. Effective April 1<sup>st</sup>, our patient charts will automatically be transferred to Gastro Health. We are unable to refer you to any particular Physician, you will need to choose one.

The transfer request form only needs to be completed if you have an appointment with Gastro Health before April 1<sup>st</sup>, if you have filled out the Transfer form, your chart will automatically be sent to Gastro Health prior to April 1<sup>st</sup>

If you are seeing another provider, records can be requested from Gastro Health after April 1st. If you have requested a copy of records, please note due to high demand, we are no longer processing any medical records requests we received after the February 1, 2021 deadline. Requests we received after the deadline will be completed by Gastro Health after April 1st.

Due to extremely high call volumes, please do not call our office and/or leave a message regarding medical records, all information pertaining to records is detailed above.

Thank you!