

October 12, 2018

## Retrieval of Medical Records

In order to facilitate the transfer of your/your child's medical records since my retirement, I have made the following arrangements:

### **1. Iron Mountain**

For the majority of my patients, I have transferred records to Iron Mountain, a nationally recognized record storage and data transfer company that can provide secure HIPAA compliant storage and will transfer records to any appropriate party upon secure request. Iron Mountain now has full custody of these medical records. For those of you who have been waiting for your records, this transfer process has taken some time, but is now complete.

### **Release of Information (ROI) of your medical records**

Attached to this notice are two documents: 1) HIPAA Authorization and 2) Patient Consent for email delivery of medical records. Patients or their parent can complete the HIPAA Authorization and return to the below address. If you wish to have the medical records emailed, the additional email consent form also needs to be completed and returned to Iron Mountain.

Here is the contact information for the Iron Mountain ROI Office that has custody of your records:

#### **Iron Mountain ROI**

**3900 Nome Street, Unit J**

**Denver, CO 80239**

**Phone 303-373-5764**

#### **ATTACHMENTS**

**[PDF: Consent for Email communication](#)**

**[PDF: IRM HIPAA Auth. Dr. Neufeld.pdf](#)**

2. Dr. Norman Lavin

For patients that I have followed in Westlake Village/Thousand Oaks, CA., I have transferred records to Dr. Norman Lavin. His address and contact information are:

Norm Lavin MD

Tarzana Pediatric Medical Group

18370 Burbank Blvd, Tarzana, CA 91356

Phone: (818) 345-7792

His office can be contacted directly to arrange appointments or to discuss transfer of medical records.