

Health Information Compliance Alert

Sample Form: DON'T GET STUCK IN AN AMENDMENT REQUEST RUT

Speed up the amendment request process and save your compliance efforts

The privacy rule mandates that you allow your patients to request an amendment if they find incorrect information in their medical record. How you go about making that amendment is up to you. Most important: You have a 60-business-day window to respond to amendment requests and take appropriate action.

Use the form below to kick off your amendment request process. And don't forget to keep a record of all your correspondence and amendment decisions. By streamlining this process from the beginning, you'll ensure both happy patients and full privacy rule compliance.

