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Face sheet medical record definition

A hacker claims to have stolen just shy of 10 million records, and is putting them on for sale on the dark web for about \$820,000. The hacker posted the records on the site TheRealDeal, and the data includes social security numbers, addresses, dates of birth, and more. Johns Hopkins institutions have put guidelines in place to protect your privacy. Patient records are confidential and are maintained by the Health Information Management Department. Patients or their representatives with legal medical power of attorney can authorize the release of confidential patient information.Electronic Medical RecordBeginning March 25, 2021, Johns Hopkins Medicine will make more information available to patients through MyChart. MyChart is a secure website that provides medical information to you about your Johns Hopkins care and connects you to your health care team. MyChart is a secure portal protected by advanced encryption technology. Only you and your designated care partner will be able to access your account via a password. MyChart is available in English and Spanish.MyChart will now have immediate access to the following:Test results, as soon as they are finalized. This means we release results immediately, and you may see them before your provider does. You will get an email when a new result is available. You will receive a second email if your provider adds comments. If you prefer not to see your results before your provider has commented on them or contacted you, you may want to wait a few days before viewing the result. As always, if you have questions about your results, please contact the provider who ordered the test.Clinical Notes. You will see clinical notes about your care as soon as they are signed and finalized. Many patients find this to be very helpful in managing their own care and remembering what their provider recommended. Contact your provider if you have questions or concerns about your notes.There are situations in which your test results and/or clinical notes may not be shared with you:Your provider may hold some information back from display in MyChart if sharing that information could cause harm to somebody if you request not to see some information, or if a state or federal privacy law requires that we withhold some information, it will not be shown to you in MyChart.Read more about when information can be held back.Parents and Guardians Access (also known as proxy access):To help you manage your own care or your dependent's care, you can access health information online by requesting a MyChart proxy access account. A proxy access account gives another person permission to see certain types of information about your health that is in your medical record. The level of access to MyChart information depends on the dependent's age.To protect the privacy of teenagers (ages 13-17) some information is made available only to patients and not to their proxies in MyChart.Commonly Asked QuestionsThe information blocking rule, which is part of 21st Century Cures Act, requires that we make your information available to you without delay. It is up to you to decide whether or not to look at that information. If you prefer not to see this information until your provider has discussed it with you, you do not need to open and view those reports. The first step should be to send a MyChart message to your provider explaining your concerns. If your provider agrees, they may edit the notes to correct the error. If your provider does not change the notes and you still feel that something is not correct, you can file a formal request to amend your record. To ask for an amendment, download the Request to Amend My Protected Health Information. Once you have completed, signed, and dated the form, please email, fax or mail it using the contact information on the form. If you cannot download this form, please call 410-955-6043 and we will mail or fax a copy to you. Please see this tipsheet for instructions to access your test results and clinical notes. How to Request a Copy of Your Medical RecordsStep 1: Fill Out the FormTo request a copy of your medical records for yourself or to have your medical records sent to a third-party, download and complete the "Requests by Patient or Patient Representative for Copy of Health Information" form.To get copies of medical records for someone other than yourself, download the applicable form:The form must be completed by the patient or patient representative and clearly state the dates of service, the specific type of record(s) desired and all other information indicated on the form.You can also get copies of these forms at the Johns Hopkins facility where you received care, or ask for the form to be mailed, e-mailed or faxed to you.Costs for CopiesIn accordance with federal and state laws, processing fees and copying charges may apply.If the record is being released directly to your private physician or another health care facility, there is no charge associated with copying your records.For copies released to your or a third party upon your request or the request of your personal representative, a fee of \$6.50 may apply for the portion of your medical record maintained electronically, and a fee of up to \$0.12 per page plus a \$0.90 flat labor fee may apply for the portion of your medical record maintained on paper or microfilm.Third-Party Requests: Third parties may be charged a flat fee for retrieval in addition to fees associated with producing these records.The costs may vary depending on the facility and are subject to change in accordance with the state and federal laws.Johns Hopkins hospitals contract with CIOX Health to process certain record copy requests. If there is a charge for records, an invoice will be issued from CIOX Health or the hospital's Health Information Management Department, including payment instructions.Step 2: Submit the FormPlease select the facility where you received care to find information about how to submit your medical records request. If you are requesting medical records from a Johns Hopkins facility other than those listed below, please call the facility directly to learn where to submit your request. Mail, fax, or drop off your completed form to the applicable address/fax number listed below.NOTE: We will fax medical records only to another health care provider or facility for continuing medical care.General Medical RecordsThe Johns Hopkins HospitalHealth Information Management Department600 North Wolfe StreetPhipps Building, Room B150BBaltimore, MD 21287Phone: (General Reception): 410-955-6044Fax: 410-502-5186Hours: Monday-Friday 8 a.m. – 5 p.m.Mental Health RecordsThe Johns Hopkins HospitalPsychiatry Health InformationManagement DepartmentMeyer Building, Room 140BBaltimore, MD 21287-1016Phone: 410-955-5994Fax: 410-614-8136 Mail, fax, or drop off your completed form to the applicable address/fax number listed below.NOTE: We will fax medical records only to another health care provider or facility for continuing medical care.General Medical RecordsThe Johns Hopkins Bayview Medical CenterHealth Information Management Department4940 Eastern AvenueA Building/Ground FloorBaltimore, MD 21224-2780Phone: (General Reception): 410-550-0692 / 410-550-0688Fax: 410-550-3409 / 410-550-4819Email: JHBMCHIM@jhmi.eduHours: Monday-Friday 8 a.m. – 4:30 p.m. Please mail or fax your request to:Howard County General HospitalHealth Information Management5755 Cedar LaneColumbia, MD 21044Phone: 410-740-7953Fax: 410-740-7543Learn more about access to medical records at Howard County General Hospital. Mail, fax, or drop off your completed medical release form using the information below:Sibley Memorial HospitalHealth Information Management Department5255 Loughboro Road NWWashington, D.C. 20016Health Information Management (general reception): 202-537-4088Fax: 202-966-4096 or 202-660-7086Email: SMH-sibleyhimdept@jhmi.eduHours: Monday - Friday, 8 a.m. to 4:30 p.m. Please submit your medical release form to the medical records office by fax, mail or in person. The form should be completed and dated. Request from attorneys and insurance companies must be mailed or delivered in person; accompanied with the signed patient release form.Medical Records staff are available Monday through Friday from 8:30 am to 5:00 pm.Suburban Hospital Medical Records8600 Old Georgetown Rd Bethesda, MD 20814Main hospital: 301-896-3100Patient Relations: 301-896-2000Fax: 301-896-7352If you have any questions about how to request a patient's records, please call 301-896-3777. Please submit your medical release form to the medical records office by fax, mail, or in person. The form should be completed and dated.Johns Hopkins All Children's HospitalAttn: Release of Information, Dept. #6500002401P.O. Box 31020St. Petersburg, FL 33731-8920Fax: 727-767-8312If you have additional questions, please call 727-767-7048. Please submit your medical release form to the medical records office by fax, mail, or in person. The form should be completed and dated. JHCP Medical RecordsHealth Information Management3910 Keswick RdSuite N1400BBaltimore, MD 21211Fax: 443-997-1357If you have any questions about how to request a patient's records, please call 443-997-1355. Please submit your medical release form to the medical records office by fax, mail, or in person. The form should be completed and dated.Johns Hopkins Home Care GroupPatient Information Center5901 Holabird Avenue, Suite ABaltimore, MD 21224Phone: 410-288-8000Fax: 410-367-3249Jhhcg_release_of_information@lists.johnshopkins.edu How long does it take to get copies of my record?Depending on the state, applicable law generally allows between 21 and 30 days to process requests for copies of medical records, but it typically doesn't take that long. Copy requests related to direct patient care, such as a scheduled doctor appointment, get priority. If you need records for an appointment, please provide the appointment date on the request.We will fax medical records only to another health care provider or facility for continuing medical care, and only if the patient is in the health care provider's office. To have the records delivered beforehand, please request them to be mailed.If you are picking up a copy of your record, you will need photo ID. Only the patient or patient representative may pick up a copy of the record, unless otherwise indicated in writing by the patient or patient representative.Requesting Your Medical Record Information Through a Third-Party ApplicationYou can now download your medical record information through a third-party application (app) of your choice by making a request for records through your selected app. Please note that while Johns Hopkins does not endorse or have an affiliation with any specific third-party app, there are several apps available to the public that already have permissions to connect to the Johns Hopkins electronic medical record system. Selecting one of these apps will make getting access to your medical record information quicker. Please note that regardless of the app you select to access your medical record information, Johns Hopkins has no responsibility for or control over the security or privacy of your information once the information has been shared with the app. Please be sure to review all the terms and conditions and privacy policy of your selected app prior to requesting your information be shared. Requesting Change to Your Medical RecordThe first step should be to send a MyChart message to your provider explaining your concerns. If your provider agrees, they may edit the notes to correct the error. If your provider does not change the notes and you still feel that something is not correct, you may file a formal request to amend your record.To ask for an amendment, download the Request to Amend My Protected Health Information. Once you have completed, signed, and dated the form, please email, fax or mail it using the contact information on the form. If you cannot download this form, please call 410-955-6043 and we will mail or fax a copy to you. The Johns Hopkins institutions are committed to protecting your privacy. For details on how and when we share your medical information with others as permitted by law, please consult the Patient Privacy Notice. This notice is posted in accordance with the Joint Commission's requirements and may not be removed. Johns Hopkins hospitals do not provide birth certificates or death certificates. For certified copies of a birth, death or fetal death certificate, contact the vital records office in the state where the birth or death occurred:MarylandMaryland Department of Health and Mental Hygiene, Division of Vital Records410-764-3038 (local) or 1-800-832-3277 (toll-free)Washington, D.C.Washington, D.C. Center for Health Statistics Vital Records Division (for births and deaths at Sibley Memorial Hospital)825 North Capital Street, N.E.Washington, D.C. 20002202-442-9303 or 202-442-5865To obtain copies of birth certificates you must call or write to request a copy. The fee is \$23. Make checks payable to the D.C. Treasury. If writing, you must include the child's name, date of birth, mother's maiden name and father's name in your request. If picking up in person, you must present a picture ID.

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