

Martha Roberts
100 Spachemin Rd.
SF CA 94109
MRoberts@gmails.com
(410)-000-1920

September 1st, 2019

Dr. Herringbone Johnston
1 Medical Plaza
SF CA 994109
records@drjohnston.com

Ref: Records Request as permitted by HIPAA and Health and Human Services regulations for
Martha Roberts
1-21-1941
MRN# 458920-a
xxx-xx-1928

Greetings:

I have previously been seen in your office and would like to request a copy of my health information for the entirety of my time with your office.

I understand you may charge a reasonable fee for copying the records but will not charge for time spent locating the records.

Although I understand that email may not be secure, pursuant to the regulations, I specifically exercise my right to request that the records be emailed to MRoberts@gmails.com .

I look forward to receiving the above records as soon as possible, but within 30 days as specified under HIPAA. If my request cannot be honored within such period, please inform me of this by emailing me at MRoberts@gmails.com, as well as the date I might expect to receive my records.

Sincerely,

Martha Roberts

September 1st, 2019

