

Patients of Bella Vista Internal Medicine:

The purpose of this letter is to notify you that Bella Vista Internal Medicine will be transferring your records to Morgan Records Management, which is a national company that specializes in the custodianship of medical records. Morgan Records Management will store and administer your records for at least six years from the last date you received services from the Practice, in accordance with applicable federal and state records retention, privacy, and security laws.¹

We are in the process of transitioning all patient records to Morgan Records Management. We expect to complete the transition within the next few weeks, at which time you can obtain your records from Morgan Records Management. In accordance with applicable federal and state law, you may be charged for the copying and transmittal of the records.

If you wish to have a copy of your records sent to you or to another provider, you can contact Morgan Records Management at any of the following:

Morgan Records Management: Medical Records

- Online: MorganRecordsManagement.com → Patient Records Requests → Request My Medical Records
- Email: Medical@MorganRM.Com
- (D) 833-888-0061

Thank you for the opportunity of working with you. I wish you the best of health, happiness, and success in your life ventures.

Sincerely,

Jigna Patel

¹ For minors, the records will be held for six years beyond the date they reach 18 years of age.