

Dear Valued Patient,

On behalf of Dr. Jeb S. Miers, we would like to thank you for your trust and the privilege of providing your medical care. We are writing to let you know that North Dallas Internal Medicine will close effective September 30, 2024. We recognize the trust and confidence you have placed in Dr. Miers for your healthcare needs, and we assure you that facilitating a smooth transition for our patients is our top priority.

Rest assured, your medical records will remain secure and accessible to you and any future healthcare provider.

GRM Document Management will maintain our patients' medical records and offer multiple methods of requesting your records easily. Should you wish to request a copy of your medical records for yourself or a new provider, you may do so electronically by visiting GRM's website at <https://roi.zappix.com/?uc=new&pid=557> where you will complete the online authorization and submit for processing.

Additionally, a copy of the authorization to disclose health information form is attached with this letter for your convenience, and can also be used to request a copy of your medical record. Should you require a copy of your records, please fill out the form and submit by mail or email to:

GRM Information Management  
ATTN: Release of Information  
2002 S. East Street.  
Indianapolis, IN 46225  
Phone: 317-803-9715  
Email: [roi@grmdocument.com](mailto:roi@grmdocument.com)

Upon receipt, your medical records will be processed as soon as possible. Per the Texas state statute, please allow at least 15 days for processing.

Please note: each copy of your medical record provided by GRM will require separate release of information authorization and is subject to subsequent fees which are set and enforced by the state of Texas.

Thank you,

The Office of Dr. Jeb S Miers