



## PATIENT CARE REPORT RECORDS REQUEST

Patient Care Reports must be picked up in person at the City of Fayetteville Fire/Emergency Management Department located at 632 Langdon Street Fayetteville, NC 28301. Under the North Carolina General Statutes, the Fire Department may refuse access to certain records, the disclosure of which would constitute an invasion of personal privacy or otherwise violate applicable law, including medical or similar records. The City of Fayetteville Fire/Emergency Management Department recognizes the information on a Patient Care Report (PCR) as a medical record that is subject to protection on the basis of privacy interest. To obtain a replication of a PCR, **one** of the following criteria must be met:

- ☐ Request by the patient (Picture ID required)
- ☐ Request by next of kin, if the patient is deceased (Picture ID and notarized copy of the death certificate required)
- ☐ Request by an individual w/patient's Power of Attorney (Picture ID and notarized copy of the Power of Attorney required)
- ☐ Request by parent or legal guardian if the patient is a minor or incapacitated (Picture ID and proof of relationship required)
- ☐ Request by an attorney (Picture ID, notarized medical authorization for release from the patient and request on law firm letterhead required)
- ☐ Presentation of a valid subpoena or court order for production of evidence
- ☐ Request by Law Enforcement Agency pursuant to an official criminal investigation (signed warrant or subpoena required)
- ☐ Request by Medical Review Commission, local or state Medical Director (request on agency letterhead)
- ☐ Other

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Name of Requesting Individual  Date of Request

Phone Number  E-mail Address

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Date of Incident  Incident Address

City  State  Zip Code

Reason for Request

Date Report to be picked up

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ALL REPORTS MUST BE PICKED UP IN PERSON AND PROPER IDENTIFICATION/DOCUMENTATION MUST BE PROVIDED

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### FOR OFFICIAL USE ONLY