



**2**

**RECORDS LOCATIONS:**

Name \_\_\_\_\_ Phone \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_

Record Type  Medical  Billing  X-Rays Reports  X-Rays Film  Sign-In-Sheet  Copy All Dates

Insurance  Employment  Payroll  Scholastic  Copy Only these Dates  Other \_\_\_\_\_

Special Instructions \_\_\_\_\_

**3**

**RECORDS LOCATIONS:**

Name \_\_\_\_\_ Phone \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_

Record Type  Medical  Billing  X-Rays Reports  X-Rays Film  Sign-In-Sheet  Copy All Dates

Insurance  Employment  Payroll  Scholastic  Copy Only these Dates  Other \_\_\_\_\_

Special Instructions \_\_\_\_\_

**4**

**RECORDS LOCATIONS:**

Name \_\_\_\_\_ Phone \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_

Record Type  Medical  Billing  X-Rays Reports  X-Rays Film  Sign-In-Sheet  Copy All Dates

Insurance  Employment  Payroll  Scholastic  Copy Only these Dates  Other \_\_\_\_\_

Special Instructions \_\_\_\_\_

**5**

**RECORDS LOCATIONS:**

Name \_\_\_\_\_ Phone \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_

Record Type  Medical  Billing  X-Rays Reports  X-Rays Film  Sign-In-Sheet  Copy All Dates

Insurance  Employment  Payroll  Scholastic  Copy Only these Dates  Other \_\_\_\_\_

Special Instructions \_\_\_\_\_

**6**

**RECORDS LOCATIONS:**

Name \_\_\_\_\_ Phone \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_

Record Type  Medical  Billing  X-Rays Reports  X-Rays Film  Sign-In-Sheet  Copy All Dates

Insurance  Employment  Payroll  Scholastic  Copy Only these Dates  Other \_\_\_\_\_

Special Instructions \_\_\_\_\_