

Central Texas

Sports Medicine & Orthopaedics, P.A.

January 22, 2018

To our valued patients,

Due to the volume of **FMLA/Disability form requests** we receive, we are now **charging \$25.00 for the initial request and \$15.00 for all subsequent requests**. A patient must submit the completed "FMLA/Disability Request Form" with their forms to be completed by fax, mail, or in person at the front desk. After payment is received, please allow up to 14 business days for your request to be processed and provided to the requested entity.

Additionally, **medical record requests** require the completion of the "Medical Record Release Authorization" form which is available on our website at www.centexsportsmedicine.com or at the front desk. Upon receipt, our office electronically submits the request to DataFile Technologies to process. To **check the status** on you medical record request, please contact **DataFile directly at 816-437-9134**. Should you have an urgent request that must be completed in office, the request is subject to the following charges: **\$10.00 for a disc, \$10.00 for 1 - 10 pages, and \$20.00 for 10 - 20 pages**.

Should you have any questions or concerns, please ask any of our staff for clarification.

Best,



Sierra Bigler
Interim Office Manager
Central Texas Sports Medicine & Orthopaedics, P.A.
3121 University Dr. E. Ste. 100
Bryan, TX
P: (979) 776 - 1372
F: (979) 776 - 0169