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MEMORANDUM

TO: Interested Persons

FROM: Ann Coller

RE: Addendums to Medical Records

DATE: May 15, 2003

You contacted Protection and Advocacy, Inc. (PAI) regarding correcting information in your medical records that you believe is inaccurate or incomplete.

With a few very narrow exceptions, you have the right to inspect your own medical records, including mental health records. (See PAI's publication, "*Access to Mental Health Records*"). If you believe that your medical record is incomplete or that it contains inaccurate information, you should tell your provider about the errors or omissions. Your provider, however, is not required to make the additions or changes you request if, in her professional judgment, she believes that the records are accurate and complete.

If your provider refuses to make the changes you request, you have the right to provide an addendum correcting any inaccuracy or omission in your record. This is a written statement, limited to 250 words or less per each incomplete or incorrect item in your record. You must write in the addendum that you want it included in your medical record. Your provider is required to attach the addendum to your medical record and the addendum must be included with your medical record anytime your records are released to a third party. (California Health and Safety Code § 123111).

When you give your written addendum to your provider, attach a copy of this memo to ensure that your provider is aware of his/her legal responsibility to include it your record.