



## **HOW TO REQUEST PATIENT MEDICAL RECORDS FROM PPA:**

There are a number of ways to request patient medical records from Phoenix Perinatal Associates. Please select the method that works best for your practice. If you need assistance, please feel free to contact the office manager at the site patients are referred.

**TO REQUEST MEDICAL RECORDS FROM THE OFFICE WHERE PATIENT IS SEEN:** eFAX is now available for requesting medical records. Use your standard records request form for mutual patients. Please note that mutual patients do not have to complete a HIPAA compliant ROI form. eFAX is a web based fax server where records requests are faxed. An email is sent to the office when an eFAX is received and any employee at that site can retrieve the request for records. The eFax numbers, phone numbers and email addresses for the medical records department are listed below:

<b>FOR SIETE PHOENIX OFFICE:</b>	<i>eFAX 602-926-1481</i>
<b>FOR SCOTTSDALE OFFICE:</b>	<i>eFAX 480-718-8963</i>
<b>FOR GLENDALE OFFICE:</b>	<i>eFAX 623-321-6528</i>
<b>FOR MESA OFFICE:</b>	<i>eFAX 480-452-1866</i>

**TO EMAIL REQUESTS TO WHERE PATIENT IS SEEN VIA THE WEBSITE:** Go to: [www.phoenixperinatalassociates.com](http://www.phoenixperinatalassociates.com) and select under the Maternal Fetal Medicine icon: **REFERRING PHYSICIANS CLICK HERE**. Select the location where the patient is being seen and select REQUEST PATIENT MEDICAL RECORDS OR REPORTS. Complete the requested fields. Submit form.

### **TO CALL THE OFFICE REGARDING MEDICAL RECORDS:**

<b>FOR SIETE PHOENIX OFFICE:</b>	Call Effie (M.R. Rep) @ 602-257-8118 Ext. 129
<b>FOR SCOTTSDALE OFFICE:</b>	Call Selena @ 480-661-1332 Ext. 201
<b>FOR GLENDALE OFFICE:</b>	Call Mary @ 623-561-0043 Ext. 531
<b>FOR MESA OFFICE:</b>	Call Jordan @ 480-969-5999 Ext. 203

### **SIETE PHX EMAIL ADDRESSES:                      SCOTTSDALE EMAIL ADDRESSES:**

<a href="mailto:Effie_Kanellos@pediatrix.com">Effie_Kanellos@pediatrix.com</a>	<a href="mailto:Selena_Hillyard@pediatrix.com">Selena_Hillyard@pediatrix.com</a>
<a href="mailto:Landon_Schoen@pediatrix.com">Landon_Schoen@pediatrix.com</a>	

### **MESA EMAIL ADDRESSES:                                      GLENDALE EMAIL ADDRESSES:**

<a href="mailto:Jordan_McCain@pediatrix.com">Jordan_McCain@pediatrix.com</a>	<a href="mailto:Mary_Hoadley@pediatrix.com">Mary_Hoadley@pediatrix.com</a>
	<a href="mailto:Ana_Zavala@pediatrix.com">Ana_Zavala@pediatrix.com</a>
	<a href="mailto:Brittney_Elliott@pediatrix.com">Brittney_Elliott@pediatrix.com</a>

### **FOR ANY QUESTIONS OR TO CONTACT A MANAGER:**

<b>SIETE – PHOENIX</b>	<b>SCOTTSDALE</b>
<a href="mailto:Carol_McNally@pediatrix.com">Carol_McNally@pediatrix.com</a>	<a href="mailto:Jan_Kaiser@pediatrix.com">Jan_Kaiser@pediatrix.com</a>
<b>MESA</b>	<b>GLENDALE</b>
<a href="mailto:Lynn_Staffeldt@pediatrix.com">Lynn_Staffeldt@pediatrix.com</a>	<a href="mailto:Jan_Kaiser@pediatrix.com">Jan_Kaiser@pediatrix.com</a>