

MONTEREY COUNTY REGIONAL FIRE DISTRICT

19900 Portola Dr., Salinas, California 93908 (831) 455-1828 Fax (831) 455-0646

www.mcrfd.org



Michael B. Urquides, Fire Chief
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EMS Report Request

Health Insurance Portability and Accountability Act (HIPAA) [45 c.f.r. § 164.500 *et seq.* (2003)]
California Confidentiality of Medical Information Act (CCMIA) [Civil Code § 56 *et seq.*]

Emergency Medical Service (EMS) Reports

EMS reports are considered confidential medical records, and are protected by privacy laws. Please use the (*Authorization for Release of Protected Health Information pdf*) form to request the record. A **clear legible** copy of photo identification (drivers license) must accompany and be attached to the request prior to release of the report.

Most third party requests require either a HIPPA authorization signed by the patient or a court order.

The department may give a report for a deceased individual to the personal representative of the estate with completed (*Authorization for Release of Protected Health Information pdf*) a copy of the death certificate and court order showing the appointment of the personal representative.

A report may be released to the guardian of a minor (with proof of legal guardianship), a healthcare decision maker (or an individual who is authorized to make health care treatment decisions for the patient, including the parent of a minor or an agent pursuant to a healthcare power of attorney) with completed (*Authorization for Release of Protected Health Information pdf*).

Subpoenas from the District Attorney's Office do not require a HIPPA authorization signed by the patient.

If you are requesting EMS records:

Complete and submit the *Request Form for FIRE/EMS Incident Report* and *Authorization for Release of Protected Health Information* by email to kkuntz@mcrfd.org or mail to:

Monterey County Regional Fire District
Attn: Records
19900 Portola Drive
Salinas, CA. 93908

*Serving the Northern Salinas Valley, Highway 68 Corridor, Communities of Chualar,
East Garrison, Carmel Valley, Mid Carmel Valley & Santa Lucia Preserve*