

NEED MEDICAL RECORDS CON CARE

Here is how you get records to another doctor:

1. Go to our website at <https://www.northatlantaprimarycare.com/index.php>
2. Click on "Patient Forms"
3. Click on "Medical records release **from** North Atlanta Primary Care"
4. Fill out the form completely and then you have 3 options:
 - a. Fax it to 770-663-8905
 - b. Take it in to your new provider and have them fax it to 770-663-8905
 - c. Use Fax Zero <https://faxzero.com/>(which is free) to fax us at 770-663-8905

NEED TO GET RECORDS FOR LIFE INSURANCE

1. Go to our website at <https://www.northatlantaprimarycare.com/index.php>
2. Click on "Patient Forms"
3. Click on "Medical records release **from** North Atlanta Primary Care"
4. Fill out the form completely making sure to list where you want the records sent.
5. You have 3 options on how to send the request to us:
 - a. Fax it to 770-663-8905
 - b. Take it in to UPS store or Library and have them fax it to 770-663-8905
 - c. Use Fax Zero <https://faxzero.com/>(which is free) to fax us at 770-663-8905

You will also need to mail in a check for \$10 for Medical Records fee. If you want the records certified there is an extra charge of \$9.70. You can also pay by Visa or Mastercard by phone 770-442-1911 ext. 292.

NEED MEDICAL RECORDS FOR PERSONAL

1. Go to our website at <https://www.northatlantaprimarycare.com/index.php>
2. Click on "Patient Forms"
3. Click on "Medical records release **from** North Atlanta Primary Care"
4. Fill out the form completely and then you have 3 options:
 - a. Fax it to 770-663-8905
 - b. Take it in to your provider and have them fax it to 770-663-8905
 - c. Use Fax Zero <https://faxzero.com/>(which is free) to fax us at 770-663-8905
 - d. Mail it to us at: 3400 C Old Milton Pkwy Ste 270. Alpharetta Ga 30005.

You will also need to mail in a check for \$10 for Medical Records fee. If you want the records certified there is an extra charge of \$9.70. You can also pay by Visa or Mastercard by phone 770-442-1911 ext.