## **Douglas Dental Care**

Joel R. Tidwell, DDS
Dimitri Arfanakis, DMD
Dental Records Release and Transfer

## **Records Transfer Instructions**

Date

(Please read carefully in order to avoid delays)

We care about our patients, both past and present, and protecting our patients against harm is an important duty. Identity theft and other criminal activities are increasing. In an attempt to protect our patients, we are requiring government identification to release patient records. Acceptable government-issued identifications are a current state-issued driver's license, a Georgia ID card, or a US Passport. Please fax a copy of your government-issued identification along with your records transfer request.

We have included a **credit card authorization form** in this Adobe PDF. <u>Please complete the authorization form and fax it with your records transfer request.</u>

Allow 7-10 business days for processing. Be advised that US mail may take an additional 3-7 business days to reach your new dentist's office.