

## Guidance: Amending a Patient Medical Record

### **Amending a Patient Medical Record**

Under the HIPAA Privacy Regulation, patients have the right to request that their medical record information be amended if they believe there is an error. Individuals may request an amendment by completing the Request for Amendment of PHI form and submitting it to the Privacy Program Office. Patients must include a reason to support the amendment request. Upon review of the request with all appropriate clinical and administrative personnel, the patient will be notified whether the request has been accepted or denied.

More details are available in the HIPAA Privacy Policy: A05-32 Amendment of PHI.

**Any questions/comments/concerns please feel free to reach out to the Privacy Program at:**

**773-834-9716 or [hpo@bsd.uchicago.edu](mailto:hpo@bsd.uchicago.edu)**