



REQUEST TO AMEND PROTECTED HEALTH INFORMATION



If we amend or change the information contained in your record, we will note the information you want to be corrected and list the correction. Information in your record will not be removed or obliterated.

Please change information contained in my records for the services provided at the following: (check all that apply - see reverse for detail)

- Checkboxes for Loma Linda University Children's Hospital (LLUCH), Loma Linda University Medical Center (LLUMC), Loma Linda University Health Care (LLUHC), Loma Linda University (LLU), Center for Health Promotion (CHP), Psychological Services Clinic, Loma Linda University Behavioral Medicine Center (BMC), School of Dentistry, Osteoporosis, and Marriage & Family Therapy.

Please explain what protected health information you wish changed:

Three horizontal lines for writing an explanation of the information to be changed.

Please explain why you want this change. You must provide a reason:

Three horizontal lines for writing a reason for the requested change.

We are required to notify you within 60 days if we decide to change your protected health information as requested or to inform you that we need additional time (up to 30 extra days) to evaluate your request.

Address for us to send this communication:

Form fields for Patient/Legal Representative, Street Address, City, State, Zip code, and Telephone#.

If we agree to change the health information as you requested, we will send the change to any person(s) you identify. Please list the person(s) names and addresses below:

Three horizontal lines for listing names and addresses of persons to be notified.

We will also send the amendment to other persons that we reasonably believe received the information before it was amended if they relied, or might in the future rely, on the information.

Do you agree to this?

- Yes, Initials:
No, Initials:



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We do not have to change your protected health information if:

- We did not create the information. An exception applies if the person who created the information is unavailable to act on your request to change it. If this exception applies to you, please explain:

- The information is accurate and complete.
- You do not have the legal right to access the protected health information you want changed.
- The protected health information you want changed is not part of the designated record set. This includes your medical and billing records containing your protected health information that are used to make decisions.

Last four digits of Social Security #: _____

Patient/Legal Representative Signature: _____ Date: _____ Time: _____

If Legal Representative, give relationship to patient: _____

Interpreted by: Certified Interpreter Qualified Bilingual Staff Language Line

Other: _____

Interpreter Name (print)

Interpreter Signature (if present)

Date

Time

Language Line Interpreter ID# (if applicable)

Date

Time

When you have finished filling out this form, please send it to the address indicated below:

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|--|---|----------------|
| <input type="checkbox"/> LLU Medical Center | 101 East Redlands Blvd., Ste. 1200, San Bernardino, CA 92408 | (909) 651-4191 |
| <input type="checkbox"/> LLU Children's Hospital | 101 East Redlands Blvd., Ste. 1200, San Bernardino, CA 92408 | (909) 651-4191 |
| <input type="checkbox"/> LLUHC/LLU Faculty Practice Plan | 11370 Anderson St., Ste. 2000, Loma Linda, CA 92354 | (909) 558-2805 |
| <input type="checkbox"/> LLU Behavioral Medicine Center | 1710 Barton Rd., Redlands, CA 92374 | (909) 558-9250 |
| <input type="checkbox"/> Center for Health Promotion (CHP) | Evans Hall, 24785 Stewart St., Loma Linda, CA 92354 | (909) 558-4594 |
| <input type="checkbox"/> Marriage & Family Therapy | Behavioral Health Institute (BHI), 1686 Barton Rd., Redlands CA 92373 | (909) 558-9551 |
| <input type="checkbox"/> Psychological Services Clinic | Behavioral Health Institute (BHI), 1686 Barton Rd., Redlands CA 92373 | (909) 558-9551 |
| <input type="checkbox"/> School of Dentistry | 11092 Anderson St., Loma Linda, CA 92354 | (909) 558-4222 |



For Internal Use Only

Request for Amendment granted in whole or in part as follows:

Request for Amendment denied as follows:

- We did not create the information
- The information is accurate and complete
- You do not have the legal right to access the protected health information you wanted changed
- The protected health information you want changed is not part of the designated record set (i.e., medical and billing records containing your protected health information that are used to make decisions about your treatment)

Additional Comments: _____

Facility Representative Signature

Date



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Loma Linda University Health Organized Health Care Arrangement
Loma Linda University Medical Center (LLUMC) and Loma Linda University Childrens Hospital (LLUCH)
includes (but is not limited to):

LLUMC	Clinical Laboratory	Outpatient Surgery Center
Loma Linda University Children's Hospital	Radiology	Outpatient Rehabilitation Center
Loma Linda University Medical Center, East Campus	Surgery Center for Dentistry (Dental Clinic)	Home Health Care
Loma Linda International Heart Institute	Loma Linda Kidney Center	Family Care Services
Loma Linda University Cancer Institute	Diabetes Treatment Center	Proton Treatment Center
Cardiac Diagnostic Laboratory	Urgent Care	Mountain View Pharmacy
Cardiovascular Laboratory	Pediatric Specialty Team Centers	Transplantation Institute
Radiation Medicine		

Loma Linda University Health Care (LLUHC)/Loma Linda University Faculty Practice Plan includes (but not limited to):

LLUHC Faculty Medical Offices:		
Allergy	Neuropsychology	Preventive Medicine
Anesthesiology	Neurosurgery	Psychiatry
Cardiology	Obstetric/Gynecology	Pulmonary
Dermatology	Oncology/Hematology	Radiology
Emergency Medicine	Ophthalmology	Rheumatology
Endocrinology	Orthopedics	Surgery
Family Medical Group	Pathology	Transplant
Gastroenterology	Pediatrics	Urology
Gerontology	Physical Medicine & Rehabilitation/ Pain	Neurology
IVF		Loma Linda Rehab Clinic
LLUHC Professional Plaza - Neurosurgery/Family Medicine	Loma Linda Orthopedic Medical Group	LLUHC Pediatrics - Redlands
LLUHC Pediatrics - Highland	LLUHC Primary Care - Moreno Valley	LLUCH Internal Medicine - Moreno Valley
LLUHC Medical Group - Sun City	LLUHC Pediatric - Moreno Valley	LLUHC Neuropsychology Center - Occupational Rehab
LLUHC Surgery Clinic - Riverside	LLUHC Pain Control Center - Occupational Rehab	LLUHC Dermatology - Redlands
LLUHC Physical Medicine Center - Occupational Rehab	LLUHC Occupational Health Center Professional Plaza	LLUHC Nephrology
LLUHC Dermatology Upland Clinic	LLUHC Sports Medicine - Palm Desert	Geriatric
LLUHC Psychiatry - Mountain View Cape Cod	LLUHC Psychology - Learning Spot/ Neuropsychological Assessment Program	Infectious Disease
Marriage and Family Therapy		

Loma Linda University Behavioral Medicine Center (LLUBMC) includes (but not limited to):

LLUBMC	Intensive Outpatient Program (IOP)	Partial Hospitalization Program
Eating Disorder Program	Recovery (Chemical Dependency)	Electroconvulsive Therapy (ECT)

Loma Linda University (LLU) includes (but not limited to):

School of Dentistry	Center for Health Promotion (CHP)	
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