

Forwarding of Medical Information

School Medicine Administration Forms

Such forms contain very specific medication information. As such they fall in the category of protected health information under HIPPA rules. We ask that you pick them up at the office and transport them to the school nurse. A signed release from the parent or legal guardian is required for us to transmit them directly to the school.

We will mail to parent if a self addressed stamped envelope is included or if family lives outside of Chittenden County

Immunization Records

If we are assured that the party requesting this data is authorized to do so, we will fax a copy of the immunization record directly to that agency.

This will not require the consent or assent of the parent or guardian
Timber Lane Pediatrics, PCHP and the VT Health Dept are currently entering immunizations into a state wide immunization registry that will be accessible to authorized parties i.e. school nurses, M.D.s, hospitals.

School and Camp Forms

We ask for 3 working days to fill out. To obtain the completed form earlier there will be a \$25 charge due at time of pick up. These forms cannot be faxed. We will mail it home if a SASE is included or if patient lives outside of Chittenden County. Parent/patient part of form must be filled out before dropping it off.

Record Requests

Old records must be requested in writing. The request must be signed by the patient if the patient is 18 yr. All paper records will be discarded 10 years after patient reaches the age of majority. (VT state statute requires that they be kept for 7 years).