



Ross County Coroner's Office Record's Request Form

TO:

The Ross County Coroner's Office is investigating the death of:

Name

D.O.B

SSN

And hereby request:

that you have available concerning this patient dating from _____ to _____

Attached and /or included is a copy of House Bill 499 that gives this Office the authority to make this request.

Please fax the above request to: (740) 775-0887 or mail to:

c/o

217-A Delano Avenue
Chillicothe, OH 45601



Dr. Ben Trotter, Coroner
Ross County Coroner's Office
217-A Delano Ave.
Chillicothe, Ohio 45601
Phone (740)775-7464
Fax (740)775-0887

SUMMARY OF HOUSE BILL 499
(DATE OF EFFECTIVENESS-FEBRUARY 13, 2001)

**(The following is a summary of House Bill 499 which amends the ORC Section 313:
Request for Medical and Psychiatric Records of Deceased Persons-ORC 313.091)**

This bill grants specific statutory authority for a Coroner or his/her designate, either a Deputy Coroner or Investigator, to request in writing, inspect and receive copies of a deceased person's medical and/or psychiatric records. The term "medical record" is defined in this context by ORC Section 149.43 as any document or combination of documents except, birth, deaths and the fact of admission to or discharge from a hospital, that pertains to the medical history, diagnosis, progress or medical condition of a patient and that is generated and maintained in the process of medical treatment.

The Coroner's Office will try to obtain these records during normal business hours unless there is extenuating circumstances.

Any person who provides copies of medical and/or psychiatric records is authorized to request in writing reimbursement for the "necessary and reasonable" costs of copying the records. After receiving the request for reimbursement and after receiving the copies requested, the Coroner's Office will remit the "necessary and reasonable" amount to the person who provided the copies. Please note that the law provides for obtaining the copies first and then reimburse later.

Your cooperation with this matter is greatly appreciated as time is usually of the essence in reviewing these medical records in determining the cause of death.

Re-release of any medical and psychiatric record of a deceased person provided to the Coroner's Office is *NOT A PUBLIC RECORD* subject to re-release under public records law.

If there are any questions or concerns regarding our request for records, please do not hesitate to contact the Ross County's Coroner's Office at (740)775-7464.

Ben Trotter DO

Dr. Ben Trotter, Ross County Coroner