Patients may request copies of medical records by selecting **Request Records** within the MyUHealthChart **Menu**.

The **Release of Information Request** electronic form will open. If patients are requesting records for specific visits, patients can enter the date(s) of service or physician name(s). They may also request records by the type of visit/encounter or all encounters.

Before submitting the request, patients must first click the **Electronically Sign** button and **Submit Request**.
Once Health Information Integrity has completed the request, the patient can access the records in Requested Records within the Document Center in the MyUHealthChart Menu.

For technical issues such as password reset or password issues, place contact 877-488-1773.

Requests are processed within 48 hours of receipt, M-F.

For assistance with STAT patient portal requests, please contact:

**Helena Lope**  
✉️ hxl581@med.miami.edu  
📞 305.243.6342

**Samoya Gordon**  
✉️ s.gordon@med.miami.edu  
📞 305.243.9215

**Kauthar Carr**  
✉️ kcarr2@med.miami.edu

For additional information, please review our website:  
[uhealthsystem.com/billing/medical-records](http://uhealthsystem.com/billing/medical-records)