

Patient Information Requests

Q. *How can my Medical Officer or General Practitioner outside of Peter Mac obtain information from my medical record?*

A. Medical Officers / General Practitioners outside of Peter Mac seeking information from your medical record can send a written request via fax to:

Health Information Services
Peter MacCallum Cancer Centre
Fax No: 855 97335

or email: HIS.Fax@petermac.org

On receipt of any such request we will immediately assist with providing any information that may be required.

Q. *How do I obtain a copy of my medical record for myself?*

A. In accordance with the Freedom of Information (FOI) Act *Victoria*, you have the right to request access to your medical record and personal information held by Peter Mac. Additionally, if there is information in your record which is incorrect you have the right to request that it be corrected.

Requests for access to or copies of your medical record must be made in writing to:

Freedom of Information Officer
Peter MacCallum Cancer Centre
Locked Bag 1
A'Beckett Street
Victoria, 8006

or email: foi@petermac.org

A standard fee is charged for this service of which you will be informed of prior to proceeding with your request.

If you wish to speak to the *Freedom of Information Officer* directly please call (03) 855 97407.