



Massachusetts Institute of Technology

Medical Department
77 Massachusetts Avenue
E23-023
Cambridge, MA 02139

Patient Access to Medical Records

The medical record is the property of the MIT Medical Department. The information contained within the medical record belongs to you the patient. To review the medical record, you must schedule an appointment with the Medical Records Service. Arrangements will be made for you to inspect the record in the Medical Records Service area, in the presence of a medical records employee. To examine your record you must present two forms of identification, and one must be a picture ID. You will be asked to sign a logbook. If you have any questions about the content of the record, you will be referred to your medical provider. You may copy information from the record by hand, but you may not remove any part of the record from the folder or make any changes. You can obtain a copy of your record for a reasonable fee, with the exception of the Mental Health record.

Records of visits to the Mental Health and Dental Service are kept in those respective services. Contact the individual services for access to these records.