



सत्यमेव जयते

जवाहरलाल स्नातकोत्तर आयुर्विज्ञान शिक्षा एवं अनुसंधान संस्थान
JAWAHARLAL INSTITUTE OF POST GRADUATE MEDICAL EDUCATION & RESEARCH
(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)
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MEDICAL RECORDS DEPARTMENT

No. MRD/IP-S/09/04/2024

Date: 09.04.2024

CIRCULAR

Sub: Circular — Issuance of Patient records (hard/soft copy) for various institutional/legal purposes –Reg.

This is to inform that, the Medical Records Department is providing medical records of patient (OP/IP) in the form of hard/soft copy for various institutional/legal purposes with the response from authorized authority as mentioned below:-

1. For legal purpose – on receipt of copy of Summon from the court.
2. For mortality/department meeting purpose – on receipt of requisition from the concerned Head of the department or the unit soft copy of case record viewing access will be enabled for stipulated time period.
3. For thesis purpose - on receipt of requisition from the concerned Head of the department with ethical committee approval copy, soft copy of case record viewing access will be enabled for stipulated time period.
4. For various project purpose - on receipt of requisition from the concerned Head of the department with the approval of JSAC, soft copy of case record viewing access to project head will be enabled for stipulated time period.
5. For follow-up visit/emergency admission with in the same service or any other services with the requisition from the treating service Head, soft copy of case record viewing access will be enabled for stipulated time period.

For clarity, the concerned “department” or “unit” shall mean the department or unit that discharged the patient.

WTS
23-4-24
The Medical Superintendent
चिकित्सा अधीक्षक / Medical Superintendent
जिपमेर चिकित्सालय / JIPMER Hospital
पुदुच्चेरी / Puducherry-6.

To,

1. All the Heads of the Clinical/Para Clinical/Ancillary departments.
2. Officer-in-Charge of IT Wing to publish in JIPMER website and send email to The Heads of the Clinical/Para Clinical/Ancillary departments.