



# COMMONWEALTH of VIRGINIA

## Department of Health

Office of the Chief Medical Examiner  
400 E. Jackson Street  
Richmond, VA. 23219-3694

CENTRAL DISTRICT:  
400 E. Jackson St.  
Richmond, Virginia 23219-3694  
(804) 786-3174  
800-447-1708  
FAX (804) 371-8595

WESTERN DISTRICT:  
6600 Northside High School Road  
Roanoke, Virginia 24019  
(540) 561-6615  
800-862-8312  
FAX (540) 561-6619

TIDEWATER DISTRICT:  
830 Southampton Ave., Suite 100  
Norfolk, Virginia 23510  
(757) 683-8366  
800-395-7030  
FAX (757) 683-2589

NORTHERN VA. DISTRICT:  
10850 Pyramid Place, Suite 121  
Manassas, Virginia 22032-1700  
(703) 530-9210  
FAX (703) 530-0510

DATE: \_\_\_\_\_ RE: \_\_\_\_\_  
TO: \_\_\_\_\_ DOB: \_\_\_\_\_  
FAX: \_\_\_\_\_ SSN: \_\_\_\_\_  
ATTN: \_\_\_\_\_ DOD: \_\_\_\_\_

The death of the above named decedent has come under the jurisdiction of the Office of the Chief Medical Examiner. To assist us in completing our investigation, please forward to this office copies of the record as requested below in accordance with **Virginia Code §32.1-283B** and **HIPAA 45 CFR 164.512(g)**.

- COMPLETE CHART (ALL SECTIONS)
    - Emergency Room Record
    - Admission History & Physical
    - Death Summary
    - Radiology reports
    - Pathology report
    - Out Patient records
    - OTHER \_\_\_\_\_
  - Rescue Squad Run Sheet
  - Discharge Summary
  - Lab reports
  - Progress notes
  - Operative report(s)
  - Birth record
- NO RECORD FOUND

Thank you for your attention to this matter. Please send a copy of this letter with the records to the attention of **INV. YOUR NAME**. If there is no record, please check below and return this request by fax or mail.

Sincerely,

Your Name  
Medicolegal Death Investigator  
Office of the Chief Medical Examiner  
Central District

**FAX: 804-786-0667**

\_\_\_\_ POST

\_\_\_\_ VIEW

\_\_\_\_ ME

*Accredited by the National Association of Medical Examiners*



FILE LOCATION: \_\_\_\_ DESK \_\_\_\_ SHELF \_\_\_\_ FILE ROOM \_\_\_\_ CME-1 RACKS

FILE # \_\_\_\_\_