

# **NOTICE OF MEDICAL RECORD DESTRUCTION**

Shenandoah Head & Neck Specialists have maintained our medical records on a secure electronic health record system since 2007.

This is to inform our patients that all paper medical records in our possession prior to 2008 will be shredded as of March 1, 2019.

Exception, as required by law, any patient born during or after the year 2000, paper medical records will be kept for additional 6 years past their 18<sup>th</sup> birthday.