



## Request for Billing Information

This form will allow me to request access to my billing information that Accredo maintains.

### PLEASE PRINT CLEARLY

#### 1. Verification

Individual for whom records are being requested:

First Name: \_\_\_\_\_

Middle Name/Initial: \_\_\_\_\_

Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address on Record:

Street: \_\_\_\_\_ Apt/Suite # \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone number on record: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Request made by: \_\_\_\_\_

Relationship (Self, Personal Representative): \_\_\_\_\_

Preferred Phone number where we can reach you if we need to contact you to process your request \_\_\_\_\_

#### 2. Request

Information Requested:

Patient Billing Records

Requested Date Range: Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ End Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

#### 3. Completed Records

Requested Format:

Email: \_\_\_\_\_ Confirm Email: \_\_\_\_\_

Mailing Name/Address: \_\_\_\_\_

Street: \_\_\_\_\_ Apt/Suite # \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Billing Information is readily available for the previous ten years.

Please return completed form to: Email: [AccredoHIPAAREquests@express-scripts.com](mailto:AccredoHIPAAREquests@express-scripts.com)

Accredo Health Group, Inc.  
3000 Ericsson Drive, Suite 100  
Warrendale, PA 15086  
ATTN: Accredo HIPAA Request

FAX: 866-495-6519