

WOODBIDGE TOWNSHIP AMBULANCE & RESCUE SQUAD, INC.

Patient Care Report Policy

All requests for patient care reports must be submitted on the rescue squad form.

Request in person: A patient may request a copy of their patient care report at squad headquarters; 77 Queen Road, Iselin NJ 08830 during normal business hours Monday- Friday 8:30am- 3:30pm. Except for Holidays.

Patient must have a photo ID issued by a government agency and complete a request for the patient care report.

Request by mail: The patient must complete a request for the patient care report and the form must be signed and notarized.

- Form must be mailed to 77 Queen Road, Iselin NJ 08830
- A check for \$25.00 must accompany the request form to cover administrative service and mailing. Check is made to the order of Woodbridge Township Ambulance and Rescue Squad.

Request by Subpoena: Subpoena may be presented In person or by mail to Woodbridge Township Ambulance and Rescue Squad, Inc. at 77 Queen Road, Iselin NJ 08830 during normal business hours Monday – Friday 8:30am – 3:30pm. Except Holidays,

Subpoena should have:

- Patients name
- Date of Service
- Location of Service

It normally takes four business days from receipt to process request for patient care reports.

For additional information contact our Administrative Assistant at 732-634-9408 ext. 310

Request Form for Patient Care Report

Woodbridge Township Ambulance and Rescue Squad
77 Queen Road, Iselin NJ 08830
(732) 634-9408 ext. 310

I _____ request from the custodian of record of the
(Print name)
Woodbridge Township Ambulance and Rescue Squad, Inc. a copy of my patient
care report.

Date of Service: _____

Location of Service: _____

Notary: _____

Signature: _____

Print Name: _____

Seal
Date

Date: _____

Office Use Only

Date Received: _____ Date Mailed: _____

Verify ID: _____ Check Number: _____

CAD Number: _____ Notes: _____

Processed By: _____