

How to obtain your pathology reports in preparation for your initial visit at the WTC Clinic

If you have an upcoming appointment at the World Trade Center Clinic, and plan to request certification for a **cancer** or **sarcoidosis** condition, we kindly ask that you gather your records prior to the initial visit. This will help avoid delays in obtaining certification and coverage for those conditions.

What we will need:

- The initial diagnosing biopsy and surgical pathology report for each primary cancer diagnosis. (Please note that if you have had a recurrence we will still need the report from the first time you were diagnosed to request certification.)
- A list of your treating providers/facilities, for the purposes of requesting any missing information.

How to request your records:

- You may contact the office of your treating provider directly and ask for a copy of your diagnosing biopsy and/or surgical pathology report(s).
- You may also call the general number to the facility where you were treated and ask to be transferred to the Medical Records Department (sometimes referred to as the Health Information Management Office), and request to be sent a copy of your diagnosing biopsy and/or surgical pathology report(s). You may be asked to submit a signed authorization to release records.

*Please note that if the name or date of birth on your pathology report is not an **exact** match with the name we have for you in our system, we will need proof of identity, proof of name change (i.e. marriage certificate, etc.), or a written name attestation to justify any other name discrepancies, such as misspellings, nicknames, or additional suffixes.