



Request for a medical record

VDR-VDZ-CL

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According to Austrian regulations, only patients (or their wardens) are authorized to claim their medical reports.

To obtain these reports (complete or partly), please send a written request to the Medical Documentation Centre of the Vienna General Hospital:

Medizinisches Dokumentationszentrum, AKH Wien Gentzgasse 8, 1180 Vienna, Austria

or

e-mail: befundanforderung@akhwien.at or postakhvdzext@akhwien.at

or fax: +43 1 40400 70570

If you have any questions, please call: +43 1 40400-70110, 70520, 70530, 70540, 70550 or 70560 (Monday to Friday from 8.00 a.m to 1.00 pm, except public holiday)

Required informations:

- Name of patient (for children's reports include parent's name)
- patients date of birth
- Name and address of requisitioner.
- Date of hospital stay, names of departments, outpatient or inpatient
- Date of signature
- patients signed permission or signed permission of patients legal representative including a photo identification
- Due to data privacy act a copy of the requisitioners photo identification is required

Please keep in mind that all informations in medical records are written in German and that the Vienna General Hospital cannot provide any translations.

Our average turnaround time for processing requests is 14 working days (plus transfer time).

We generally send the documents by post. If you would like to receive the documents by email, please let us know; the transmission is encrypted. You will receive further information on this in our confirmation e-mail regarding your request.