

# Electronic Medical Records EMR

## Protecting Yourself and Your Medical Information

In the new medical culture of electronic medical records, communication between doctors can be enhanced if all your doctors share the same system, or impeded if they don't. You should make sure that all your doctors have equal access to your medical records, no matter which system they use.

1. **Get copies of your current medical records**, including lab tests, imaging studies, genetic testing, and biopsy reports.

- **Electronic records:** If you have access to your medical records online, copy the digital files into a master folder you set up for this purpose on your personal computer.
- **Paper records:** If electronic records are not available, request paper records from your doctors. If there is a charge, pay it. Create digital copies of these records by scanning or photographing them, and save the files in the folder you created on your computer.

2. **Compose a cover letter** for your medical records and save it in the folder on your computer. Include the following:

- Your full name and date of birth.
- Your health insurance information.
- A list of all of your medical conditions.
- A list of all your allergies (e.g., foods, medications, latex).
- The name, specialty, and phone number of each doctor.
- An emergency contact name and phone number.
- Your pharmacy and its phone number, as well as a list of all the medications you are currently taking, with the exact dosage and schedule for each, including:
  - All prescription medications.
  - All supplements and over-the-counter drugs (e.g., aspirin, vitamins, minerals, antacids, curcumin). These can interact with medications, and your record is *NOT COMPLETE* without this information.



3. **Write a summary of your myeloma history**, and save it in the folder on your computer. The summary should include:
  - Your diagnosis.
  - Date of diagnosis.
  - Stage at diagnosis.
  - Which CRAB criteria you had at diagnosis (i.e., elevated calcium, kidney dysfunction, anemia, bone disease).
  - The results of any genetic tests.
  - A list of treatments and supportive therapies you've had, including transplant, kyphoplasty, bisphosphonate therapy, radiation therapy, as well as the dosages and beginning and ending dates of each treatment.
  - Any clinical trials in which you've participated.
4. **Write a summary for any other medical condition** for which you're being treated (e.g., high blood pressure, high cholesterol, diabetes, heart disease, any other cancer).
5. **Copy the folder** onto two USB thumb drives, one for yourself and one for safe-keeping by a caregiver, family member, or friend. **Label each USB drive with your name!**
  - Keep your USB thumb drive within reach at all times. You can even wear it as a bracelet or attach it to your key chain. Ask each doctor treating you to download a copy of all your medical information from your USB drive.
  - Update the two USB thumb drives any time your records are updated.
6. **For security reasons, your hospital may disable USB access to their computer systems, so be prepared to provide a printout of your medical records (or ask the person with the second USB thumb drive to do so).**

The IMF InfoLine is staffed by trained information specialists.  
**800.452.CURE (2873)** *in the US & Canada*



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