

1. Illegible copies waste time and money and often obscure relevant data entries. Double-sided copies are unacceptable and nearly impossible to follow.
2. Highlighting medical records before copying and forwarding them obscures wording and emphasizes areas that may be relevant to you but not the reviewer.
3. Organizing a file by provider or facility and/or admission dates before sending to a consultant is cost-effective.
4. Please do not send out your only copy of the medical records.
5. Every page in a record is important.
6. Plaintiff's briefs are invaluable for directing the examination of initial injury, response to care, and objective outcome.

A careful analysis of the medical issues in a claim will ultimately save time and money. The types of injuries, the profile of the claimant and their response to treatment, and the ability to refute findings influence decisions regarding the management of the case.