



Release of **MEDICAL INFORMATION**

DISABILITY REQUEST

To request FMLA, Private Disability or State Disability (SDI/NDI) from Kaiser Permanente in the North Valley, please send your request to Release of Medical Information (ROMI)

*****BEFORE your disability request can be processed, your treating physician must complete a Work Activity Status Form (WASF) *****

ROMI CONTACT INFORMATION:

Email/Fax:

Fax: 877-821-5111

Email: NVLY-MEDSEC-ROI-MISC@KP.ORG

For all requests being sent via email/fax, please include the following:

- Photo ID
- Kaiser Medical Record Number
- Contact Phone Number
- Treating MD
- Condition
- Start/End Date of Disability
- Type of Claim (Please indicate if more than one type of claim)
 - State Disability: SDI/NDI (indicate initial claim or extension of existing claim)
 - SDI – Initial R#; Extension DI#
 - FMLA
 - Employer & Employee Number (if known)
 - Private Disability
 - Company & Claim Number
- Delivery method (email, pick up, mail)

Phone:

916-746-3646 (8:30am-5pm, closed for lunch 12:30-1:30)

- Disability requests can be taken over the phone, but can only be sent to emails/address on file or sent for pick up

In person:

Intake locations for drop off/pick up open 8:30am-5pm:

- Sacramento – Point West (2A) and Morse Ave.
- Rancho Cordova
- Folsom
- Roseville – Riverside and Eureka (2D)
- Lincoln
- Davis

*****All locations close for lunch from 12:30-1:30 with the exception of Eureka and Point West*****