

**WAC 388-891A-0140 May I review or obtain copies of information in my case service record?** (1) You may review or obtain copies of information contained in your case service record by submitting a request to DVR. DVR provides access to or provides copies of records upon request, except in one or more of the following circumstances:

(a) If DVR believes providing the medical, psychological, or other information in your case service record may be harmful to you, DVR only releases the records to a third party that you choose, such as your representative, parent, legal guardian, or a qualified medical professional.

(b) If DVR receives personal information about you from another agency or service provider, DVR may share the records only under the conditions established by the agency or service provider that provided the information.

(c) If a representative has been appointed by a court to represent you, the information must be released to the representative.

(2) DVR provides access or gives you copies of records within five business days of receiving your request. If DVR cannot fulfill your request within five business days, DVR will send you a written notice of the reason(s) the request cannot be met and the date you are granted access or the date the requested information will be provided.

[Statutory Authority: RCW 74.29.020(8) and 34 C.F.R., Parts 361, 363, 397. WSR 18-12-035, § 388-891A-0140, filed 5/29/18, effective 6/30/18.]