

Step 1: Log Into KP.org

Head to KP.org and sign into your account. Once you're logged in, look at the top navigation bar. Click on 'Medical Records'.

Language English

Region of care Georgia My Account

KAISER PERMANENTE

Explore topics, care, coverage Search

Home Benefits Appointments & Care Messages Records Pharmacy Billing Health & Wellness

Look out for scammers pretending to be Kaiser Permanente. If you receive a suspicious call, do not share personal, financial, or medical information.

Get care options
Explore the convenient ways you can get quality care with a full list of your available care options.
[View all care options](#)

Want to rejoin Kaiser Permanente? We can help.
Depending on why you're not covered right now, here's how.
[Shop individual and family plans](#)

Important: If you think you or someone you care for is having a [medical or mental health emergency](#), call 911 or go to the nearest hospital. Do not attempt to access emergency care through this site.

Step 2: Select "Request Records, Forms & Certifications"

A popup or dropdown will appear. Choose 'Request records, forms & certifications'.

Records

Track test results and vaccines or review After Visit and health summaries.
[Get started at Medical Records](#)

Frequently used records	Other records	Managing your records	Need help with records & forms?
Test results	Allergies	Request records, forms, & certifications	Contact Release of Information
Letters	COVID-19 status	Release health information	
Eyewear prescriptions	Health stats	Update health record access	
Immunizations	Health summary	See who accessed a health history	
Personal Action Plan	Health trackers	Review My Documents	
	Ongoing health conditions	View your medical record requests	

View, Download, or Send Visit Records

Website Feedback

68°F Mostly sunny Search ENG INTL 8:16 AM 6/9/2025

Step 3: Order Your Full Detailed Kaiser Permanente Medical Record

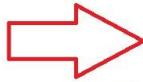
Scroll down to the section titled: 'Order an Electronic Copy of my DETAILED Kaiser Permanente medical record'.

Medical records

+ Immediately download certain health information.

- Order an electronic copy of my detailed Kaiser Permanente member medical records from Kaiser Permanente Georgia.

You can specify the date range, which medical records, and the party receiving the copy of your medical records. Allow 10 business days for the completion of your request. Note that Medical Office records released as part of this request may contain references related to mental health, addiction, and HIV conditions. [Order an electronic copy of your detailed medical records.](#)



+ To request the following records:

Disability certification

We can assist your physician in completing your Disability certification forms.

[Website Feedback](#)

Step 4: Fill Out the Request Form

Choose record types, specify a date range, and designate who receives the records — you or a provider.

 **KAISER PERMANENTE** Language English My Account

Request medical records

- Select Request Type
- Select Recipient
- Review Information
- Confirmation

Which type of request would you like to make?

All fields are required, except where marked as optional.

Please allow 10 business days for completion of your request

Medical Office records released as part of this request may contain references related to mental health, addiction, and HIV medical conditions.

Select the type(s) of records you want to request

- Order an electronic copy of my general medical records from the past 2 years.
- Order an electronic copy of specific record types (such as hospital stays or lab results) from a certain period of time.

Cancel

Continue >

[Website Feedback](#)

Request medical records



Review the information below

If the information does not look correct, go back to edit your responses.

Your request

Requested for

Removed for privacy

Date range requested

10/07/2024 to 06/06/2025

Records requested

Medical Office Records
Diagnostic Imaging Results
Laboratory/Pathology Results

Recipient information

Verify this info!

[Cancel](#) [Back](#) [Submit](#)



Choose a date range for your records

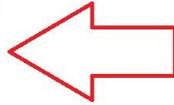
All fields are required, except where marked as optional.

Start Date

MM/DD/YYYY

End Date

MM/DD/YYYY



You can choose one or more records. Unselected records will be excluded.

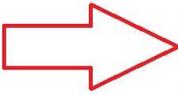
Note: Hospital and medical office records released as part of this request may contain references to mental health and addiction medical conditions.

Select the type(s) of records you want to request

You can choose one or more records. Unselected records will be excluded.

Note: Hospital and medical office records released as part of this request may contain references to mental health, addiction, and HIV medical conditions.

- Medical Office Records
- Diagnostic Imaging Results
- Laboratory/Pathology Results



Request medical records



Select the recipient of these medical records

All fields are required, except where marked as optional.

Select recipient

- SELF (removed for privacy)
- A third party

Verify email address

The email address shown below is what we currently have on file for you. If this isn't correct, please go to [Personal Information](#) to update it. We will be sending you a copy of this request.

Your Email (removed for privacy)

Step 5: Confirm & Submit

Review all entered information and hit 'Submit'.

Request medical records



Review the information below

If the information does not look correct, go back to edit your responses.

Your request

Requested for

Removed for privacy

Date range requested

10/07/2024 to 06/06/2025

Records requested

Medical Office Records
Diagnostic Imaging Results
Laboratory/Pathology Results

Recipient information

Verify this info!

So... What Happens Now?

If you requested the records be sent to a doctor, they'll be faxed within about 3-10 days.

If you asked for the records to be sent to you, you'll get two emails:

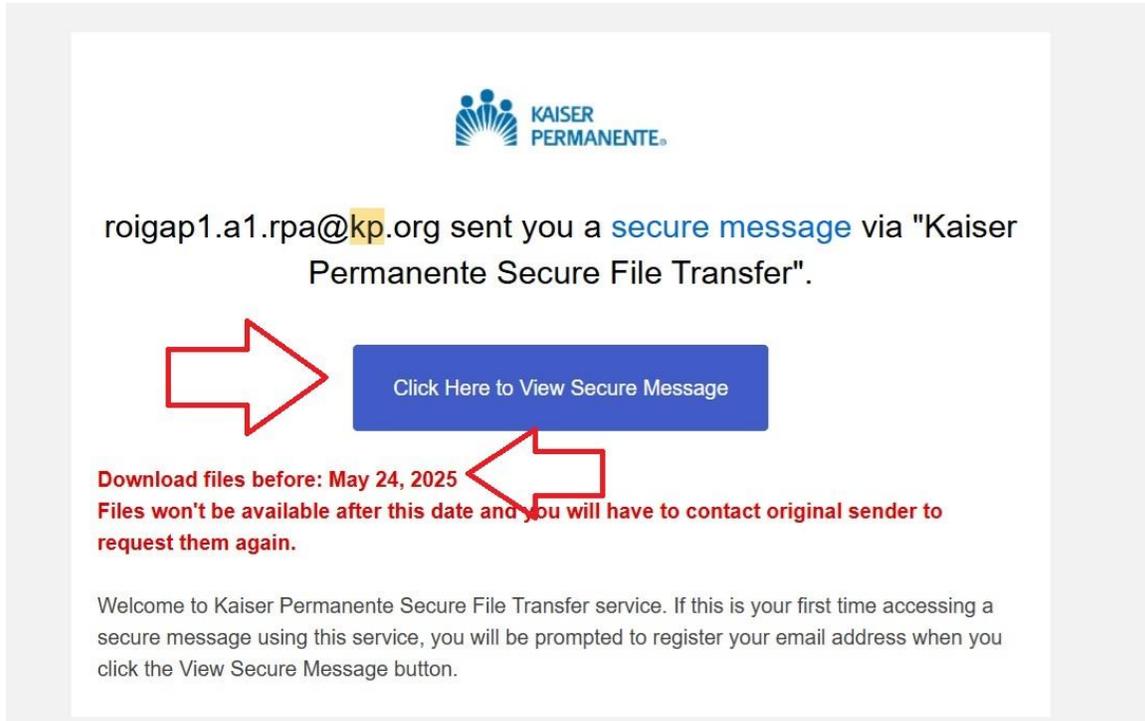
Email #1: Secure File Transfer (SFT)

Includes a Request ID, login instructions for Kaiser's Secure File Transfer portal (separate from KP.org), and a PDF for password setup.

☆	➤	ROIGAP1.A1.RPA@kp.o.	Your Request for Information from Kaiser Permanente Release of Med
☆	➤	DONOTREPLY_ROIGA	Your Request for Information from Kaiser Permanente GA Release of I

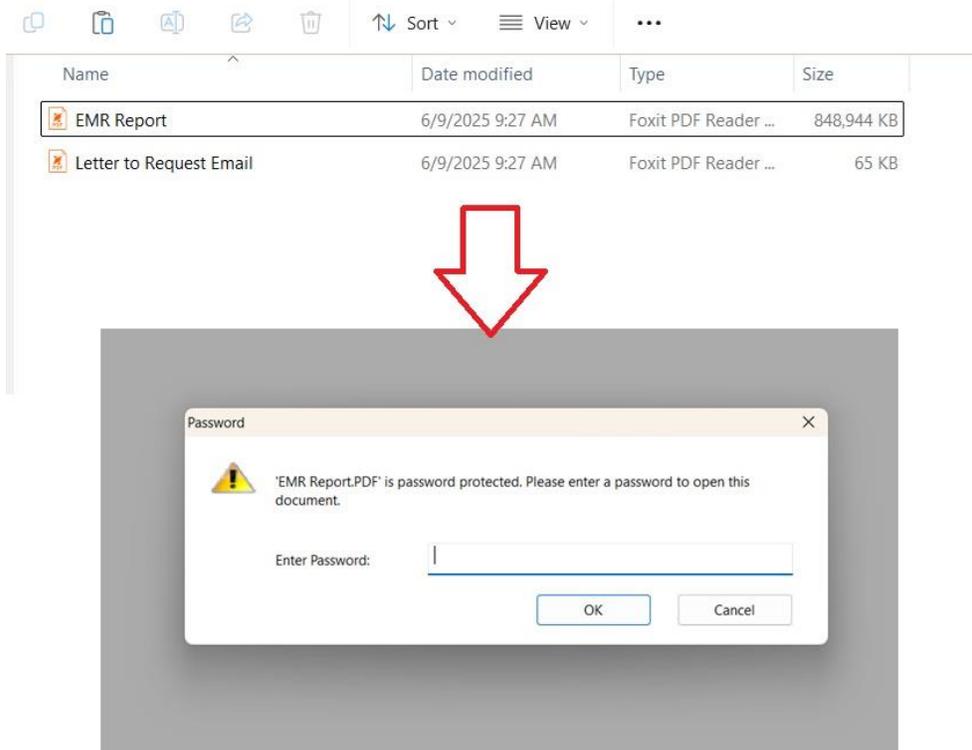
Email #2: Record Download Notification

This email contains a link to download your records and an expiration date for access.



Final Step: Download & Open the Record

Log into the secure site to download your .zip file. Extract the files and open the EMR Report PDF using your birthday as the password in MMDDYYYY format. Example: 01012001



Next Steps

1. Check for errors, denied care, or provider notes.
2. Revisit: [How to build a Medical Timeline](#)
3. Explore: [How to use chagpt](#)

Need help? Email admin@thezebranetwork.com