

## 2026 CU SOM GME CLEARANCE FORM

**Name:** \_\_\_\_\_  
(PLEASE PRINT)

This clearance form must be completed and returned to your Program Coordinator by your last day in training.  
**Do not return to the GME office.**

**PART I: MEDICAL RECORDS CLEARANCE** -You must complete any outstanding medical records and **obtain an “all clear” signature from the medical records department of each facility where you saw patients during this academic year.** Again, you need clearance only from the facilities where you saw patients. The purpose of this is to make certain all medical records are complete before you leave.

**PLEASE NOTE: University of Colorado Hospital (UCH) is the only facility that does not require signature. However, please be certain you have completed your UCH records as well.**

### All records completed:

**Denver Health Medical Center**

Please email: [Erika.Moreno@dhha.org](mailto:Erika.Moreno@dhha.org)  
Or [dl\\_himchartcompletion@dhha.org](mailto:dl_himchartcompletion@dhha.org)

\_\_\_\_\_  
Signature (HIM Dept. 303-602-8011) Date

**National Jewish Health**

Please email: [Hamillm@njhealth.org](mailto:Hamillm@njhealth.org)  
Or you may fax to 303-398-1987  
Attn: Meaghan  
Be certain to include return fax #.

\_\_\_\_\_  
Signature (HIM Dept. 303-398-1580) Date

**Children’s Hospital Colorado**

Please email:  
[Gabrielle.Howell@childrenscolorado.org](mailto:Gabrielle.Howell@childrenscolorado.org)  
Or you may fax to 720-777-7244  
Be certain to include return fax #.

\_\_\_\_\_  
Signature (Gabrielle Howell, 720-777-3826) Date

**Veterans Affairs Medical Center**

Email request to  
[VHAECHHIMSMEDICALRECORDSCLEARANCE@va.gov](mailto:VHAECHHIMSMEDICALRECORDSCLEARANCE@va.gov)

**SUBJECT LINE: Medical Records Clearance. Please be sure to copy your Program Coordinator. Both you and your Program Coordinator will receive a clearance email from the VA within 24 hours.**

**NOTE: If you are going to another training program outside of CU with a VA rotation, keep your badge and contact the Denver VA to have your badge transferred to the new VA location.**

**VA Actions:**

1. Set up a Surrogate. This person will be responsible for receiving and responding to any view alerts you may receive after you leave ECH. The end date should be 90-days after your last day with ECH.
2. Remove yourself from any CPRS Alert Teams you may belong to.
3. Ensure you have processed any unresolved view alerts, closed any open encounters, and signed/cosigned all notes you may currently have.

**Other**

\_\_\_\_\_  
Facility Name Date

\_\_\_\_\_  
Signature Date