



5155 Stevens Creek Blvd. Suite 100
Santa Clara, CA 95051
www.crestpointedental.com
(408) 645-5551

PATIENT NOTICE OF PRACTICE CLOSURE AND RECORDS RIGHTS

IMPORTANT NOTICE TO PATIENTS

This notice is provided to inform you that the dental practice identified below will be permanently closing. California law requires that patients be notified of their rights regarding access to and transfer of dental records when a dental practice closes.

Dental Practice Name: CRESTPOINTE DENTAL

Practice Address: 5155 Stevens Creek Boulevard, Suite 100, Santa Clara, CA 95051

Treating Dentist: Crescencia Tejero-Ugay

California Dental License No.: 63556

Effective Date of Closure: February 13, 2026

1. YOUR RIGHT TO DENTAL RECORDS

You have the legal right to inspect, obtain copies of, and direct the transfer of your dental records. These rights exist regardless of whether you have paid for dental services. Under California law, a dentist who retires, relocates, or closes a practice must make reasonable arrangements for the transfer, storage, or accessibility of patient records and must provide notice to patients regarding how their records may be obtained.

2. RECORDS CUSTODY AFTER CLOSURE

- ☐ Transferred to a new dental office
- ☐ Maintained by a third-party HIPAA-compliant storage facility
- ☐ Made available to you upon written request



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3. HOW LONG RECORDS WILL BE RETAINED

Dental records will be retained by the treating dentist for the minimum period required by CA law. For adult patients, records are generally retained for at least seven (7) years from the date of last treatment. Records for minors are generally retained for at least seven (7) years after the minor reaches the age of majority, but in no event less than seven (7) years.

4. FEES

California law permits a reasonable clerical fee for copying dental records. No fee may be charged to simply transfer original records to another dental provider or lawful custodian when permitted by law.

STATUTORY AUTHORITY – PATIENT NOTICE

- California Business and Professions Code § 1680
- California Health & Safety Code §§ 123110–123149.5
- California Code of Regulations, Title 16, § 1068
- 45 C.F.R. § 164.524 (HIPAA right of access)