



DJCRO
DUKE JOURNAL OF CASE REPORTS
IN OPHTHALMOLOGY

INSTRUCTIONS FOR DUKE ORIGINATED CASES

Prior to submission to the *DJCRO*, cases that were seen in Duke Clinics and that originate from Duke authors require a Duke risk management review and approval. Please copy and paste this email template in a new email, enter patient information and **send secure to:**

Jennifer Phillips, MSN, CPHRM
Director Clinical Risk Management
Duke University Health System
Jennifer.g.phillips@duke.edu

Subject:
(send secure) Risk Management Review Request

Dear Jennifer,
We are submitting a case study that originated at Duke for consideration of publication in the *Duke Journal of Case Reports in Ophthalmology*. This email serves as a request for risk management review prior to submission.

Patient Name: {insert}
Patient MRN: {insert}

Please let me know if further information is needed. Thank you for your time and assistance. We look forward to your response.

Best,
Insert Your Name.