

August 1, 2020

Dear Former Clients of AACCS:

July 31, 2020 was the last day of operations for New Dawn Christian Family Services dba Asian American Christian Counseling Service (AACCS). We are grateful for the privilege and trust you placed in our agency and clinicians to provide services to you and your family for more than 34 years.

If you anticipate the need for your clinical record, please contact URM Technologies, Inc., a professional records storage agency, on or after August 24, 2020. Their contact information is set forth below.

In accordance with California law, the records of adult clients will be stored until August 1, 2027; and the records of minors (under the age of 18) who are the primary clients of New Dawn/AACCS will be stored until the minor reaches his or her 25<sup>th</sup> birthday. After those dates, the records will be destroyed in accordance with law.

In order to provide you a copy of your record, URM will require verification of your identity, a signed release of records form provided by URM, and payment of a clerical and copying fee. Please inform URM your record is stored under the name "New Dawn Christian Family Services dba AACCS," and allow 15 days for URM to respond to your request. You may reach URM by phone, fax, or email request as follows:



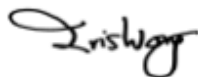
Phone: (661) 705-0500 / FAX: (562) 801-6246

Email: [ROI@urmcorp.com](mailto:ROI@urmcorp.com)

This website information will be available until June 30, 2026. For future reference, a downloadable copy of this posting and information about how to access your records is provided [HERE](#).

It has been a pleasure to serve you, and on behalf of our clinical staff, we thank you again and wish you the best in all aspects of your life.

Sincerely,



Iris Wong, LMFT, Executive Director