



Reproductive Medicine Associates of New York

PATIENT INSTRUCTIONS FOR TRANSFERRING OUT OOCYTES, EMBRYOS OR SPERM FROM RMA OF NEW YORK TO ANOTHER IVF PROGRAM OR STORAGE FACILITY

TO COMPLETE BEFORE AN APPOINTMENT TO TRANSFER OUT FROZEN SPECIMENS MAY BE SCHEDULED:

1. Request a Consent to Transfer Out Frozen Oocytes, Embryos by emailing FrozEmbDisposition@rmaofny.com. Request a Consent to Transfer out Frozen Sperm by emailing AndrologyDisposition@rmaofny.com
2. Watch the EngagedMD module; you will receive a link via the email address you have on file with RMANY. Consents to transfer out frozen specimens will be emailed to you within 72 hours of completing this module and may be signed electronically within the EngagedMD platform.
3. The center to which you are transferring your frozen specimens may request some of your medical records, which will be sent automatically to the center by our team. To obtain a copy of your full medical records (sent directly to you, and not to the facility), please email our Medical Records Department at medrecords@rmaofny.com to complete a medical records release request. Please be sure to specify if you would like the records to be sent to you directly. Medical Records requests will be processed within 7-10 business days of when your request is received.
4. If you plan to transport the frozen specimens by yourself, you will need to obtain a transport tank. Transport tanks may be borrowed from the program/facility to which you are transporting your frozen specimens or rented from a commercial tissue bank. We do not recommend a specific commercial tissue bank, although our patients have used Repro Lab (212-779-3988) and Sperm & Embryo Bank of NJ (1-800-637-7776), among others.
5. If you do not wish to transport the frozen specimens by yourself, you may make arrangements with a courier service to perform the transport for you. We do not recommend a specific courier, although our patients have previously used Fertility Couriers (646-960-9933) and Cryoport (949-232-1900). You will need to return the completed consent form to RMANY in advance of the scheduled transport appointment.
6. Prior to picking up your frozen samples, you will be required to pay any remaining balance for storage. Please contact our Finance Department at the RMANY main number (212-756-5777) to verify your account status.
7. Appointments to transfer out frozen specimens must be scheduled. When you are ready to schedule an appointment, please email FrozEmbDisposition@rmaofny.com or AndrologyDisposition@rmaofny.com to check availability. Please allow 48 hours for an embryologist/andrologist to respond to your request for an appointment.
8. On the day of your scheduled appointment, if you are picking up the frozen specimens yourself, you must bring one form of government issued photo identification or we will be unable to release the specimens to you at that time.
If you have any questions regarding this process, you may contact the RMANY main number at 212-756-5777 and a Patient Services representative will be happy to assist you.