

STATE OF NEW YORK

SUPREME COURT COUNTY OF [INSERT COUNTY]

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[Insert Caption]

Plaintiff

vs.

Defendant

NOTICE OF COMMENCEMENT  
OF MEDICAL MALPRACTICE  
ACTION

Index No: [Insert]

RJI No: [Insert]

Hon. [Insert]

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PLEASE TAKE NOTICE that the above action for medical or dental malpractice was commenced by service of summons and complaint on [Insert Defendants] on [Insert Date]. That issue was joined therein by [Insert Defendants], on [Insert Date], and that the action has not been dismissed, settled or otherwise terminated.

1. State full name, address, and age of each plaintiff.

[Insert Plaintiff(s)], Individually, and [Insert], as Administrator of the Estate of [Insert Decedent's Name], [Insert Address], [Insert Date of Birth].

2. State full name and address of each defendant.

[Insert Defendant(s) name and address]

3. State alleged medical specialty of each individual defendant, if known.

[Insert type of defendant's specialty].

4. Indicate whether claim is for

medical malpractice  (X)

podiatric malpractice  ( )

dental malpractice  ( ).

5. State date and place claim arose. [Insert date and place claim arose].

6. State substance of claim. [Insert type of substance of claim].

7. Following items must be checked:

(a) Proof is attached that authorizations to obtain medical, dental and hospital records have been served upon the defendants in the action (X)

or

demand has not been made for such authorizations (X)

(b) Copies of the summons, notice of appearance, all pleadings and the bill of particulars, if one has been served, are attached (X)

(c) All information required by CPLR 3101(d)(1)(i) is attached

or

a request for such information has not been made

or

such information is not available (X).

8. State names, addresses, and telephone numbers of counsel for all parties.

[Name of Plaintiff's Attorneys]

Attorneys for Plaintiff(s)

[Address]

[Telephone Number]

[Name of Defendant's Attorneys]

Attorneys for Defendant

[Address]

[Telephone Number]

DATED: [Insert Date]

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[Name of Attorney]

[Name of Law Firm]

Attorneys for Plaintiffs

[Address]

[Telephone Number]