

**From:** [Communications, VCF \(CIV\)](#)  
**To:** [Communications, VCF \(CIV\)](#)  
**Subject:** Policy Update: Medical Record Submissions  
**Date:** Tuesday, December 16, 2025 11:52:07 AM

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**\*This email is sent from an unattended mailbox.\***

Good afternoon,

Effective immediately, medical record submissions consisting of more than 25 pages without highlights or a roadmap AND submitted by or on behalf of a represented claimant will no longer be reviewed by the VCF. This is a shift from the prior policy which stated that medical records more than 75 pages without highlights or a roadmap will not be reviewed. If you wish to submit more than 25 pages of medical records for the purpose of demonstrating the severity of your client's condition, the pertinent portions of the medical records must be highlighted and/or accompanied by a roadmap directing the VCF to the pertinent pages/sections of the medical records that you wish for the VCF to consider. If you do not include highlighting and/or a roadmap, the VCF will award the lowest end of the range for your client's condition(s).

Thank you,

September 11th Victim Compensation Fund  
U.S. Department of Justice  
VCF Helpline: 1-855-885-1555  
Website: [www.vcf.gov](http://www.vcf.gov)  
Information for Law Firms: [www.vcf.gov/lawfirms](http://www.vcf.gov/lawfirms)

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