AUTHORIZATION TO DISCLOSE CONFIDENTIAL INFORMATION

INFORMATION MAY BE DISCLOSED BY:

Person/Facility: _____   Phone #: _____

Address: _____   Fax # : _____

INFORMATION MAY BE DISCLOSED TO:

Person/Facility: _____   Phone #: _____

Fax #: _____

METHOD OF DISCLOSURE:

_____ Pick up at Clinic/Facility

Address: _____

Fax #: _____

_____ Email Address: _____

(Please note that emailing may not be a secured method of communication)

INFORMATION TO BE DISCLOSED: (Initial Selection)

_____ General Medical Record(s), including STD and TB   _____ Progress Notes   _____ History and Physical Results

_____ Immunizations   _____ Family Planning   _____ Prenatal Records   _____ Consultations

_____ Diagnostic Test Reports (Specify Type of test (s)) _____

_____ Other: (Specify): _____

I Specifically authorize release of information relating to: (Initial Section)

_____ HIV test results for non-treatment purposes   _____ Substance Abuse Service Provider Client Records

_____ Psychiatric, Psychological or Psychotherapeutic notes   _____ Early Intervention   _____ WIC

PURPOSE OF DISCLOSURE:

_____ Continuity of Care   _____ Personal Use   _____ Other (specify) _____

EXPIRATION DATE: This authorization will expire (insert date or event) _____. I understand that if I fail to specify an expiration date or event, this authorization will expire twelve (12) months from the date on which it was signed.

REDISCLOSURE: I understand that once the above information is disclosed, it may be disclosed by the recipient and the information my not be protected by federal privacy laws or regulations.

CONDITIONING: I understand that completing this authorization form is voluntary. I realize the treatment will not be denied if I refuse to sign this form.

REVOCATION: I understand that I have the right to revoke this authorization anytime. If I revoke this authorization, I understand that I must do so in writing and that I must present my revocation to the medical record department. I understand that the revocation will not apply to information that has already been released in response to this authorization. I understand that the revocation will not apply to my insurance company, Medicaid and Medicare.

_____   _____
Client/Legal Representative Signature   Date

_____   _____
Printed Name   Legal Representative's Relationship to Client

_____   _____
Witness (optional)   Date

If you are a legal representative of the person whose information you are requesting, you must provide documentation proving your legal authority to request this information (for example, power of attorney, healthcare surrogate form, order or appointment of a guardianship, order appointing personal representative and letters of administration).

Client Name: _____

ID#:_____

DOB: _____

Original: To File   Copy to Client