



Authorization to Release/Disclose Protected Health Information

Patient Name: _____ Date of Birth: _____ Phone Number: _____
Address: _____ City: _____ State: _____ Zip Code: _____
This Information is to be disclosed to the following persons or organizations: Name: _____
Address: _____ City: _____ State: _____ Zip Code: _____

The Purpose of the use or disclosure is: At the Request of the Patient Other: _____

Method of Disclosure: Mail Pick Up (photo ID Required) Date _____ Time _____ (To be determined by office staff)

Fax (Physician or Health Care Providers Only - all information is to be completed
Name of Physician /Facility _____
Address _____ City _____ State _____ Zip Code _____

Release Content: Date(s) of service requested: From _____ To: _____

The Following Records: History & Physical; Discharge Summary; Lab Results;; Billing Records; Procedure Records; Progress Notes
 Photographs/ Images; Entire Medical Record; Summary of Treatment; Other (specify) _____

Revocation: I understand that I may revoke this authorization at any time by sending a written notice to the Center. However, the revocation will not have any effect on any uses or disclosures the center may have made before the revocation was received.

Expiration: I understand that unless I revoke the authorization earlier, this authorization will automatically expire six calendar months after the date the authorization is signed.

Re-disclosure: I understand that information used or disclosed in accordance with this authorization may no longer be protected by federal law, and could be re-disclosed by the receiving party.

Refusal to sign: I understand that I may refuse to sign this authorization and that the center will not condition treatment on whether I sign this authorization.

Certification: I certify that I am (check whichever applies) The patient, and the identification that I have provided is true and correct.
 The patient's authorized representative, and that the identification & proof of authority that I have provided are true and correct.

My relationship to the patient is that of _____

Signature: _____

Signed this Date: _____

Print name: _____

Witness Signature: _____

Address: _____

Witness Print name: _____

Phone number: _____

Date: _____

(One Copy To Be Retained By The Requesting Party)

For Office Use Only:

Date received: _____

Expiration date: _____

How was the identity verified? _____

Copy made? Yes No

How was authority verified? _____

Copy made? Yes No

By: _____

Title: _____

Date: _____