

Authorization to Release Protected Health Information (PHI)

Patient Name _____ Maiden Name _____ SSN _____
Date of Birth _____ Home Phone _____ Cell/Work _____
Address _____ City/State/Zip _____
Email Address _____

A) I hereby authorize records FROM:

Name _____
Address _____
City/State/Zip _____
Phone # _____ Fax # _____

B) To Be Released TO:

Name _____
Address _____
City/State/Zip _____
Phone # _____ Fax # _____

C) For the purpose OF:

_____ Litigation _____ Disability/SSI
_____ Insurance _____ Work Comp
_____ Self/Personal Copy _____ Other
_____ Continuity of Care _____ Transfer of Care
(Permanently Leaving)

Date Range _____ **to** _____

- | | |
|--|---|
| <input type="checkbox"/> Physician Office Notes | <input type="checkbox"/> Cardiology/EKG/Reports |
| <input type="checkbox"/> Immunizations | <input type="checkbox"/> Lab Path Reports |
| <input type="checkbox"/> Operative/Procedure Reports | <input type="checkbox"/> Radiology/XRay/MRI Reports |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> Minimum Necessary |

I understand that authorizing the disclosure of this health information is voluntary. I can refuse to sign this authorization. I need not sign this form in order to assure treatment. I understand that any disclosure of information carries with it the potential for an unauthorized redisclosure and the information may not be protected by federal confidentiality rules. If I have questions about disclosure of my health information, I can contact the authorized individual or organization making disclosure.

I understand that the information in my medical record may include information relating to sexually transmitted disease, acquired immunodeficiency syndrome (AIDS), or human immunodeficiency virus (HIV). It may also include information about behavioral or mental health services, and treatment for alcohol and drug abuse.

I understand that I have a right to revoke this authorization at any time. I understand that if I revoke this authorization, I must do so in writing and present my written revocation to the Medical Records 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 when the law provides my insurer with the right to contest a claim under my policy.

I have read the information provided on this release form and do hereby acknowledge that I am familiar with and fully understand the terms and conditions of this authorization.

Signature _____ **Date** _____
(Signature of Patient/Parent/Guardian or Authorized Representative. **Subject to fees.)

This authorization will expire one year from the above date unless I specify an expiration date of _____
(Expiration date of authorization)

***PLEASE READ Fee Information:** Brown Clinic contracts with DataFile Technologies to copy and provide all medical records requested from our office. DataFile Technologies reserves the right to charge the medical record state fee structure as set forth in the state statute. Copy charges plus postage will be invoiced to you from DataFile Technologies, LLC with all of the necessary directions to receive your records. By signing this authorization, you are agreeing to pay DataFile Technologies for your records. In the case of continuity of care or personal copy to patient, DataFile Technologies may transfer a minimal portion of your records as a courtesy.