

## **Personal Representative**

Personal Representative under HIPAA allows an individual delegated by the patient to have legal authority to make decisions related to health care for the patient. This includes requesting health care information.

A Personal Representative can also be named or appointed in other ways; State laws may affect the designee and in some cases Custody Decrees take precedence, therefore, Isleta Health Center may request current court documentation to ensure confidentiality and privacy is maintained.



Need to add Personal Representative?

Please follow these steps. This form is good for a whole year!

1. Fill out Authorization to Appoint a Personal Representative form, both front and back
2. Bring the completed form into the clinic or mail in to us.

Please complete Personal Representative form below.

### [Personal Representative Form](#)

**VERY IMPORTANT!!**

You will need to fill out a new form every year allowing a personal representative to act on your behalf. Form is good from the date of authorization until a year later from the date of signature. In cases where court orders are on file, a new Personal Representative form may need to be updated as needed.

<https://www.hhs.gov/hipaa/for-individuals/personal-representatives/index.html>