

**AUTHORIZATION FORM (HIPAA) (2 pages)**

**Authorization for Disclosure of Protected Health Information**

Name of Patient:

1. I authorize the healthcare practitioner **[name and address]**

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(the "Practitioner") and/or the administrative and clinical staff of the Practitioner to disclose my (or my child's or my ward's) protected health information, as specified below, to **[name and address of person/entity to receive information]**:

2. I am hereby authorizing the disclosure of the following protected health information:

**[Specifically describe the protected health information to be disclosed such as date of service, type of service, and level of detail to be released.]**

3. This protected health information is being used or disclosed for the following purposes:

**["At the request of the individual" is acceptable if the request is made by the patient, the parent of a minor patient, or the legal guardian of a patient, and they do not want to state a specific purpose.]**

4. I specifically authorize the disclosure by the healthcare practitioner of the following types of protected health information by placing my initials where appropriate below, my initials serving as my signature release for each type of specially protected health information:

\_\_\_\_\_ Psychotherapy Notes (as defined by HIPAA)<sup>1</sup>  
\_\_\_\_\_ Confidential HIV Related Information<sup>2</sup>  
\_\_\_\_\_ Alcohol/Substance Abuse Treatment Information<sup>3</sup>

5. This authorization shall be in force and effect until one (1) year after the date below at which time this authorization to disclose protected health information shall expire.

6. I understand that I have the right to revoke this authorization, in writing, at any time by sending such written notification to the Practitioner at the address above. I understand that a revocation is not effective to the extent that the Practitioner has relied on my authorization or if my authorization was obtained as a condition of obtaining insurance coverage and the insurer has a legal right to contest a claim.

7. I understand that information disclosed pursuant to this authorization may be disclosed by the recipient and may no longer be protected by HIPAA or any other federal or state law, provided however, that Confidential HIV Related Information and Alcohol/Substance Abuse Treatment Information may not be disclosed without my authorization unless permission to re-disclose such information is granted by federal or state law.

8. The Practitioner will not condition my treatment on whether I provide an authorization for disclosure except if health care services are provided to me solely for the purpose of creating protected health information for disclosure to a third party.

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Signature of Patient, or Parent of Minor Patient,  
or Personal Representative of Patient

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Date

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Print Name of Patient, Parent of Minor Patient  
or Personal Representative of Patient (If a Personal  
Representative, also state relationship to patient.)

1. HIPAA defines psychotherapy notes as “ Notes recorded (in any medium) by a health care provider who is a mental health professional documenting or analyzing the contents of conversation during a private counseling session or a group, joint, or family counseling session and that are separated from the rest of the individual’s medical record. “ Psychotherapy notes do not include information contained elsewhere in the medical record or information regarding: medication prescription and monitoring; counseling session start and stop times; modalities and frequencies of treatment furnished; results of clinical tests; and any summary of the following items: diagnosis, functional status, treatment plan, symptoms, prognosis, and progress to date.

2. HIV is the Human Immunodeficiency Virus that causes AIDS. The New York State Public Health Law protects information which reasonably could identify someone as having HIV symptoms or infection and information regarding a person’s contacts, including HIV test results. I understand that I have the right to request a list of people who may receive or use my HIV-related information without authorization. If I experience discrimination because of the release or disclosure of HIV-related information, I may contact the New York State Division of Human Rights at (212) 480-2493 or the New York City Commission of Human Rights at (212) 306-7450. These agencies are responsible for protecting my rights. Although I am authorizing this release of HIV-related to the recipient, the recipient is prohibited from re-disclosing such information without my authorization unless specifically permitted to do so under federal or state law.

3. Although I am authorizing this release of Alcohol/Substance Abuse treatment information to the recipient, the recipient is prohibited from re-disclosing such information without my authorization unless specifically permitted to do so under federal or state law.

**[Provide a copy of this form to the patient.]**