

**Authorization to Disclose Protected Health Information**

This form is for all record request.

RELEASE INFORMATION FROM:  
*Specify Provider/Organization Name and Facility  
Address*

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

RELEASE INFORMATION TO:  
*Specify Provider/Organization Name and Facility  
Address*

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

By signing this Authorization, I authorize my Health Care Provider to disclose my protected health information.

**IDENTIFYING INFORMATION AT THE TIME OF SERVICE**

Patient's Full Name: \_\_\_\_\_

Maiden or Another Name: \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ SSN/Medical Record # \_\_\_\_\_

Address \_\_\_\_\_  
Mailing Address City State Zip

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Covering the period (s) of health care:

FROM (Date) \_\_\_\_/\_\_\_\_/\_\_\_\_ TO (Date) \_\_\_\_/\_\_\_\_/\_\_\_\_

1. Information authorized for disclosure, *if included in my records*:

- Complete Health Record
- Visit/Discharge Summary
- Clinical Documentation of Physical
- Documentation of Consultation
- Immunization Records
- Progress Reports
- Radiology and Diagnostic Imaging Reports
- Photographs, Videos, Digital or other Images
- Pathology Reports
- Laboratory test (Please Specify)
- Other (Please Specify)

**Notary and copy of photo ID are Required if not present in Franklin Clinic Office.**

2. If applicable, I also give permission for the following "Sensitive Protected Health Information" to be disclosed (please initial below):

- Acquired Immunodeficiency Syndrome (AIDS) of Infection with Human Immunodeficiency Virus (HIV)
- Behavioral Health Services/ Psychiatric Care
- Treatment for Alcohol and/or Drug Abuse
- Sexually Transmitted Diseases (STD)
- Genetic Counseling/Testing

\_\_\_\_ Initial I understand that the information disclosed pursuant to this Authorization, except information protected by Federal and/or State regulations about confidentiality of drug and alcohol abuse records, HIV and Mental Health, may be subject to re-disclosure by the recipient and no longer protected by federal privacy regulations or other applicable state and federal laws.

3. The purpose of which disclosure is authorized (check where applicable):

- Medical Care       Insurance       Benefit Eligibility       Immunization

OTHER: \_\_\_\_\_

4. I understand that I have a right to revoke this authorization at any time. I understand that if I revoke this authorization I just do so in writing and present my written revocation to provider(s) of care. 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 review or contest a claim. Unless otherwise revoked, this authorization will expire on the following date, event or condition:

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ If fail to specify and an expiration date, event, or condition, this authorization will expire in 90 days. If this authorization pertains to oneself as the patient, the expiration date can be documented and unlimited. If documented as such, (Initial Here \_\_\_\_ ) it is the responsibility of the individual to notify the practice of any life changes, i.e guardianship, so that appropriate documentation is given for the change.

5. I understand that any disclosure of healthcare information carries with the potential for unauthorized and future re-disclosures, as allowed by HIPAA and other federal privacy rules. If I have questions about disclosures of my health information, I can contact my provider of care.

6. This facility, its employees, officers, and physicians are hereby released from any legal responsibility or liability for disclosure of the above information to the extent indicated and authorized herein.

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Signed: Patient – (or Legal Representative, Parent or Legal Guardian) (Relationship if not Patient)  
 ID Provided: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
 Witness or Notary (This Authorization must be notarized if information is being released to an attorney and or court.

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Official Use Only  
 Name/Title of Person Releasing Information: \_\_\_\_\_  
 Date \_\_\_\_/\_\_\_\_/\_\_\_\_