

**AUTHORIZATION FOR RELEASE OF MEDICAL INFORMATION**

Please read carefully before signing and dating. All sections must be complete to be HIPAA compliant.

(1) Patient Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
(PLEASE PRINT) LAST FIRST M.I.

Have you ever used another name (maiden, adopted, nickname, etc.)?  No  Yes \_\_\_\_\_

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

Primary Phone #: \_\_\_\_\_ Alternate Phone #: \_\_\_\_\_

**(2) INFORMATION TO BE RELEASED BY:**  
INDICATE SPECIFIC CLINIC OR PROVIDER

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ORGANIZATION, CLINIC, OR PROVIDER

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STREET ADDRESS

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CITY, STATE, ZIP

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PHONE FAX

**(3) INFORMATION TO BE RELEASED TO:**  
REQUEST MUST HAVE COMPLETE ADDRESS

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ORGANIZATION, CLINIC, OR PROVIDER

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STREET ADDRESS

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CITY, STATE, ZIP

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PHONE FAX

**(4) INFORMATION AUTHORIZED TO RELEASE:**

- Complete record (includes but is not limited to: office notes, immunization record, growth charts)
- Lab Results  Diagnostic Imaging Reports  Immunization Record
- Other (please explain): \_\_\_\_\_

Release for the following dates:

- All Dates  Specific Dates: \_\_\_\_\_ through \_\_\_\_\_

**(5) REASON FOR RELEASE OF RECORDS:** \_\_\_\_\_

**(6) By signing this Authorization form, I understand that:**

- Requests for copies of medical records are subject to reproduction fees in accordance with federal/state regulations.
- I have the right to revoke this authorization at any time, except when the named provider/organization has already acted in reliance on my authorization. Revocation must be made in writing to the health information department of the releasing entity.
- Unless otherwise revoked this authorization will be valid for 90 days from the date it is signed.
- Treatment, payment, enrollment, or eligibility for benefits may not be conditioned on whether or not I sign this authorization.
- Any disclosure of information carries with it the potential for unauthorized re-disclosure and the information may not be protected by federal confidentiality rules.
- Information disclosed may contain information about alcohol/drug abuse, sexually transmitted diseases, HIV/AIDS, genetics, or self-paid services.

LEGAL SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Parent/Legal Guardian must sign if patient is a minor, under 18 years of age

PRINTED NAME: \_\_\_\_\_

RELATIONSHIP TO PATIENT (if patient is a minor): \_\_\_\_\_