

Sample authorization for release of patient-identifiable health information

AUTHORIZATION TO DISCLOSE HEALTH INFORMATION

Patient Name: _____ Health Record Number _____
Date of Birth _____

- 1. I authorize the use or disclosure of the above named individual's health information as described below.
2. The following individual or organization is authorized to make the disclosure:

Address _____

3. The type and amount of information to be used or disclosed is as follows: (include dates where appropriate)

- checkbox problem list
checkbox medication list
checkbox list of allergies
checkbox immunization record
checkbox most recent history and physical
checkbox most recent discharge summary
checkbox laboratory results from (date) _____ to (date) _____
checkbox x-ray and imaging reports from (date) _____ to (date) _____
checkbox consultation reports from (doctors' names) _____
checkbox entire record
checkbox other _____

4. I understand that the information in my health 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.

5. This information may be disclosed to and used by the following individual or organization:

Address: _____
for the purpose of: _____

6. I understand I have the right to revoke this authorization at any time. I understand if I revoke this authorization I must do so in writing and present my written revocation to the health information management department. I understand the revocation will not apply to information that has already been released in response to this authorization. I understand 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. Unless otherwise revoked, this authorization will expire on the following date, event or condition: _____. If I fail to specify an expiration date, event or condition, this authorization will expire in six months.

7. 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 I may inspect or copy the information to be used or disclosed, as provided in CFR 164.524. I understand any disclosure of information carries with it the potential for an unauthorized re-disclosure and the information may not be protected by federal confidentiality rules. If I have questions about disclosure of my health information, I can contact (insert HIM director, privacy officer, or other office or individual's name or contact information).

Signature of Patient or Legal Representative

Date

If Signed by Legal Representative, Relationship to Patient

Signature of Witness

NOTE: The type of documents listed on the authorization form above may need to be modified depending on the particular health setting. Condition specific forms should be developed for research, or when a covered entity is seeking information for which it will be remunerated, etc.