



Authorization for Use or Disclosure of Protected Health Information/Access to Protected Health Attachment B

Information page 1 of 3

I, \_\_\_\_\_, [Print name of Individual (i.e. patient, resident or client)] hereby authorize \_\_\_\_\_ [Insert entity] to use and/or disclose the individually identifiable health information as described below for the following patient:

Patient Name: \_\_\_\_\_ DOB: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

I authorize the following person(s) or organization to receive the information:

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

The following individually identifiable health information may be used and/or disclosed: Check (✓) all that apply:

- \_\_\_ All Records \_\_\_ Outpatient Clinic Notes
\_\_\_ Discharge Summary \_\_\_ Reports of Tests & X-rays
\_\_\_ Inpatient Records \_\_\_ Face sheets with Final Diagnosis
\_\_\_ Emergency Room Records \_\_\_ Outpatient Records
\_\_\_ Complications and Procedures \_\_\_ Consultation Reports
\_\_\_ Abstracts \_\_\_ History and Physical Records
\_\_\_ Immunization (shot) Record \_\_\_ Physical Therapy Notes

Other\* \_\_\_\_\_

\*If authorization is for marketing, indicate if The Doctors Clinic, a part of Franciscan Medical Group, will receive compensation in exchange for the use and/or disclosure of the PHI. \_\_\_ Yes \_\_\_ No

Dates of treatment to be released: \_\_\_\_\_

I request the form of the information be \_\_\_ Paper \_\_\_ Electronic (CD/DVD) \_\_\_ Electronic (Email)



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Attachment B**

**Information**

page 2 of 3

I authorize the release of any information contained in the above records concerning treatment of drug or alcohol abuse, drug-related conditions, alcoholism, psychiatric/psychological conditions, psychiatric/mental health treatment and/or HIV-related conditions.

Reason or purpose for the use and/or disclosure of the information:

I understand a fee may be charged for copies of my medical record.

**Prohibition on Conditioning of Authorization:** The Doctors Clinic, a part of Franciscan Medical Group, will not condition treatment on your signing this authorization unless:

- You are receiving research-related treatment, or
- The only reason the facility is providing you with health care is to make a report to a third party, such as your employer (e.g. fitness to return to work) or school (e.g. P.E. physical).

**Re-disclosure:** I understand that the information used and/or disclosed according to this authorization may no longer be protected by federal privacy law (also known as HIPAA) and the recipient of your health information may potentially re-disclose it. However, under the Federal Substance Abuse Confidentiality Requirements, 42 CFR Part 2, the recipient may be prohibited from disclosing identifiable substance abuse information.

**Expiration:** This authorization will expire \_\_\_\_\_ (insert date, event or “once purpose stated above is served”).

**Revocation:** I understand that I may revoke this authorization at any time by notifying The Doctors Clinic, a part of Franciscan Medical Group, in writing or completing the Revocation of Authorization form. I understand that if I revoke this authorization, it will not affect any actions that The Doctors Clinic, a part of Franciscan Medical Group, took before it received my revocation letter. For example, The Doctors Clinic, a part of Franciscan Medical Group, cannot rescind disclosures it has already made and may use my health information as necessary to bill and collect for services rendered.

**This Authorization is binding:** The statements made in this authorization are binding, controlling and I understand that they take precedence over statements made in The Doctors Clinic, a part of Franciscan Medical Group’s Notice of Privacy Practices.



**Authorization for Use or Disclosure of Protected Health Information/Access to Protected Health  
Attachment B**

**Information**  
page 3 of 3

\_\_\_\_\_  
**SIGNATURE OF INDIVIDUAL OR PERSONAL REPRESENTATIVE**

\_\_\_\_\_  
**DATE**

Printed name of individual’s personal representative, if applicable:  
\_\_\_\_\_

Rationale for serving as personal representative to the individual (e.g. parent, legal guardian):  
\_\_\_\_\_

**FOR INTERNAL PURPOSES ONLY**

When \_\_\_\_\_ [Insert CHI Entity] is requesting an authorization to use health information for its own use, the following provision must be completed:

Staff Personnel:

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Was a signed copy provided to the individual?     Yes     No

Access approved?     Yes     No