

AUTHORIZATION TO USE AND/OR DISCLOSE HEALTH INFORMATION

I, [name of patient] _____, authorize **St. Joseph's Ear, Nose & Throat Clinic** to use and/or disclose my health information as identified below to [name and address of recipient] _____

for the following purpose(s): [describe each purpose; if requested by patient and no purpose is identified, then may state "at the request of the individual"] _____

By initialing the spaces below, I specifically authorize the use or disclosure of the following health information and/or records, if such information and/or records exist:

- | | |
|---|------------------------------------|
| _____ Please send the entire medical record (all information) to the above named recipient. | |
| _____ All hospital records (including | _____ Clinician office chart notes |
| nursing records & progress notes) | _____ Dental records |
| _____ Transcribed hospital reports | _____ Laboratory reports |
| _____ Medical records needed for continuity of care | _____ Pathology reports |
| _____ Most recent five-year history | _____ Diagnostic imaging reports |
| _____ Emergency and urgent care records | _____ Billing statements |
| _____ Other _____ | |

* The following items must be initialed to be included in the use or disclosure of other health information:

_____ *HIV / AIDS related health information and/or records

_____ *Mental health information and/or records

_____ *Genetic testing information and/or records

_____ *Drug/alcohol diagnosis, treatment and/or referral information (Federal regulations require a description of how much and what kind of information is to be disclosed. Federal law prohibits the re-disclosure of such information.) _____

_____ ***Psychotherapy notes** (If this authorization is for the use and/or disclosure of psychotherapy notes, then it cannot be combined with any other authorization.)

Except to the extent that action has already been taken in reliance upon this authorization, I understand that I may revoke this authorization at any time by giving written notice to St. Joseph's Ear, Nose & Throat Clinic Medical Records Clerk. Unless revoked earlier, this authorization will expire 180 days from the date of signing or upon [insert applicable date or event of expiration] _____

I understand that I may refuse to sign this authorization and that my refusal to sign will not affect my ability to obtain treatment, payment, enrollment or eligibility for benefits. I may inspect or copy any information to be used or disclosed under this authorization.

I also understand that, if the person or entity receiving this information is not a health care provider or health plan covered by federal privacy regulations, the information described above may be redisclosed and no longer protected by these regulations. However, the recipient may be prohibited from disclosing my health information under other applicable state or federal laws and regulations.

I further understand that the person(s) I am authorizing to use or disclose my information may receive compensation (either directly or indirectly) for doing so.

Signature of Individual or Individual's Legal Representative

Date

Print Name of Legal Representative (if applicable)

Relationship of Legal Representative to Individual

(A copy of this signed form will be provided to the individual and/or the individual's legal representative.)