

**AUTHORIZATION FOR USE OR DISCLOSURE OF PROTECTED HEALTH INFORMATION**

Completion of this document authorizes the disclosure and/or use of health information about you. Failure to provide *all* information requested may invalidate this authorization.

**USE AND DISCLOSURE OF PROTECTED HEALTH INFORMATION:**

Name of Patient: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

AKA/Other Names: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Medical Record or Account #: \_\_\_\_\_  
(Hospital use only)

I AUTHORIZE: \_\_\_\_\_  
(Facility of other provider)

TO DISCLOSE TO: \_\_\_\_\_  
(Persons/organizations authorized to *receive* the information)

at the following address: \_\_\_\_\_  
(Address, City, State and Zip code)  
\_\_\_\_\_  
(Telephone Number / Fax Number)

the following information contained in the records specified below (**initial lines below**):

- \_\_\_\_\_ Mental Health or developmental disability treatment notes (excludes "psychotherapy notes")
- \_\_\_\_\_ Substance abuse treatment records
- \_\_\_\_\_ HIV test results (This authorizes disclosure of laboratory results only. **Note that your records may include information concerning your HIV status even if you do not initial this line.**)

**THE FOLLOWING RECORDS**, specific types of health information, or records for the date(s) of treatment as specified [check applicable box(es)]:

- Date(s): \_\_\_\_\_
- Billing Records                       Procedure Reports                       X-ray Reports
- Progress Notes                       Consultation Reports                       Laboratory Tests
- History & Physical                       Discharge Summary
- Other: \_\_\_\_\_

**ALL RECORDS** regarding my treatment, hospitalization, and outpatient care. A separate authorization is required for the use or disclosure of psychotherapy notes or research health information.

**AUTHORIZATION FOR USE OR DISCLOSURE OF PROTECTED HEALTH INFORMATION****PURPOSE:** The purpose and limitations (if any) of the requested use or disclosure is:

- At the request of the patient or personal representative; **OR**
- Other: \_\_\_\_\_

**EXPIRATION:** This authorization will automatically expire one (1) year from the date of execution unless a different end date is specified: \_\_\_\_\_. My revocation will take effect upon receipt, except to the extent that others have acted.**MY RIGHTS:**

- I may refuse to sign this authorization. My refusal will not affect my ability to obtain treatment or payment or eligibility for benefits.
- I may revoke this authorization at any time, but I must do so in writing and submit it to the following address: *Kentfield Hospital 1125 Sir Francis Drake Blvd., Kentfield, CA 94904* in reliance upon this authorization.
- I have a right to receive a copy of this authorization.

Information disclosed pursuant to this authorization could be re-disclosed by the recipient. Re-disclosure in some cases is not protected by California law and may no longer be protected by federal confidentiality law (HIPAA). If this authorization is for the disclosure of substance abuse information, the recipient may be prohibited from disclosing the information under 42 C.F.R. part 2.

**SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Patient or personal representative)\_\_\_\_\_  
Print name of personal representative\_\_\_\_\_  
Relationship to patientPatient/Representative Identification Verified. *Initials* \_\_\_\_\_ *Dept.* \_\_\_\_\_

Note: If the **substance abuse treatment** information is protected by federal confidentiality rules (42 C.F.R. part 2) the following prohibition of re-disclosure statements must be provided to the recipient of the information:

The federal rules prohibit the recipient from making any further disclosure of the information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains, or as otherwise permitted by 42 C.F.R. part 2. A general authorization for the release of medical or other information is NOT sufficient for this purpose. The federal rules restrict any use of the information to criminally investigate or prosecute any alcohol or drug abuse patient.