

**1. AUTHORIZATION TO RELEASE AND DISCLOSE PATIENT INFORMATION****2. Patient Information**

Name \_\_\_\_\_ Date Of Birth \_\_\_\_\_

Address: \_\_\_\_\_ Apt./Unit #: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone Number \_\_\_\_\_

**3. Clinic/Hospital/Health Care Provider: (Who has the information you want released? Please list the specific Hospital and / or clinic.)**

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

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

**4. Receiving Party: (Where do you want the information sent? Who may have the information?)**

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Receiving Party  
 Me  Other

**5. Information To Be Released: What do you want sent or released? Check the appropriate box.)**

Date(s) of Service: From \_\_\_\_\_ To \_\_\_\_\_

Physician Office Medical Records  Billing Records  Hospital Medical Records  Copies of Images

Only record types checked below:

Discharge summary / note  History & Physical Exam  Operative report  Consultations  
 Radiology reports  Laboratory reports  Progress Notes  Emergency records  
 Immunization/allergy record  Pathology reports  
 Other records (Specify record type(s)) \_\_\_\_\_

**6. Special Authorization Section (Per IC-16-39-2 this special authorization is valid for 180 days.)**

State and federal law protect the following information. If this information applies to you, please indicate if you like this information released/obtained (include dates where appropriate)

Alcohol, Drug, or Substance Abuse Records  
 Yes  No

Genetic Records

Yes  No

HIV Testing and Results

Yes  No

**7. Release Instructions: (How and when do you want the information?)**

Release Method/Format requested:(check one)

Electronic Access - Email  
address

Paper

Fax (patient care only)

**8. Purpose Of Release : (Why is it needed?)**

Personal use\*  Insurance application\*  Social Security appeal  Continuing Care  
 Insurance payment/claim  Litigation/legal\*  Social Security Disability Determination\*  
 Other\* \_\_\_\_\_

\*Fees may be charged in accordance in IN Statute 760 IAC 1-71-3 and Federal Rule 45 C.F.R. 164.524

**9. \* This authorization will expire in 60 days from the date signed unless otherwise specified**

\_\_\_\_\_

\* I understand that I have the right to revoke this authorization at any time. In order to revoke this authorization, I must do so in writing and present my written revocation to the above named authorized entity. The revocation will not apply to information that has already been released in response to this authorization.

\* I understand that I am not required to sign this Authorization in order to receive health care treatment.

\* DHA records may include records that it received that it received from other organizations. If these records have been used by DHA, and filled in the record DHA maintains about you, these records may be released with your DHA records.

\* DHA cannot prevent re-disclosure of your information by the person or organization who receives your records under this authorization, and that information may not be covered by state and federal privacy protections after it is released. By signing this authorization, you release DHA from any and all liability resulting from a re-disclosure by the recipient.

Your signature indicates that you have read and understand this form, and you authorize release of you information as described above Parent/Legal Guardian Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date