

**SENDING RECORDS OUT**

Authorization For My Healthcare Information to be Used or Disclosed from:



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

**Previous Name:** \_\_\_\_\_

**I. My Authorization**

**You may use or disclose the following healthcare information (check all that apply):**

- All healthcare information in my medical record.
- Healthcare information in my medical record relating to the following treatment or condition:

\_\_\_\_\_ Healthcare information in my medical record for the date(s): \_\_\_\_\_

\_\_\_\_\_ Other (e.g., X-rays, bills), specify date(s): \_\_\_\_\_

**You may use or disclose healthcare information regarding testing, diagnosis, and treatment for (check all that apply):**

- HIV (AIDS)  Sexually transmitted diseases
- Psychiatric disorders/mental health  Drug and/or alcohol use

**Healthcare information to be disclosed to:**

Name (or title) and organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

**Reason(s) for this authorization (check all that apply):**

- at my request  check only if (practice/facility) requests the authorization for marketing purposes
- other (specify) \_\_\_\_\_  check only if (practice/facility) will be paid or get something of value for providing health information for marketing purposes

**This authorization does not permit disclosure of health information created more than:**

in 90 days from the date signed  on (date): \_\_\_\_\_

when the following event occurs: \_\_\_\_\_

(no longer than 90 days from date signed)

**II. My Rights**

I understand I do not have to sign this authorization in order to get healthcare benefits (treatment, payment or enrollment). However, I do have to sign an authorization form:

- To take part in a research study or
- To receive healthcare when the purpose is to create healthcare information for a third party

I may revoke this authorization in writing. If I do, it will not affect any actions already taken by, Eastside OB/GYN based upon this authorization. I may not be able to revoke this authorization if its purpose was to obtain I insurance.

Two ways to revoke this authorization are:

- Fill out a revocation form. A form is available from Eastside OB/GYN, or
- Write a letter to your doctor

Once healthcare information is disclosed, the person or organization that receives it may re-disclose it. Privacy laws may no longer protect it.

\_\_\_\_\_  
Patient or legally authorized individual signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Time

\_\_\_\_\_  
Printed name if signed on behalf of the patient

\_\_\_\_\_  
Relationship (parent, legal guardian, personal representative)