





**AUTHORIZATION TO RELEASE  
PROTECTED HEALTH  
INFORMATION**

|                      |   |
|----------------------|---|
| <b>Authorization</b> | <ul style="list-style-type: none"> <li>• I understand that the completion and signing of this authorization is voluntary.</li> <li>• I understand that a photocopy of this authorization will be considered as valid as the original.</li> <li>• I understand that treatment, payment, enrollment or eligibility will not be conditioned upon my signing this authorization.</li> <li>• I understand that I may revoke this authorization at any time, except to the extent that action based on this authorization has already been taken.</li> <li>• I understand this authorization may be revoked in writing at any time except to the extent that action had been taken in reliance on this authorization.</li> <li>• To revoke this authorization, I must do so in writing and it must be sent to the facility I have authorized my information to be released from.</li> <li>• Unless otherwise revoked, this authorization will expire 180 days after the date of signing this form.</li> <li>• I understand that I have a right to receive a copy of this authorization.</li> <li>• I understand that a separate, specific authorization is required to authorize the disclosure or use of psychotherapy notes, as defined in the federal regulations implementing the Health Insurance Portability and Accountability Act.</li> </ul> |
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**I understand that there may be a fee associated with this request.**

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|  | <input type="checkbox"/> Paper Records delivered by<br><input type="checkbox"/> Pickup at the Facility<br><input type="checkbox"/> Records in Electronic Format<br><input type="checkbox"/> I do want my records encrypted<br><input type="checkbox"/> I do Not want my records encrypted |  | <input type="checkbox"/> Mail <input type="checkbox"/> Fax<br>Date: _____<br><input type="checkbox"/> CD |
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| <hr/>   | <hr/>        | <hr/> | <hr/> | AM or PM |
| Signature of Patient or Authorized Representative | Printed Name | Date  | Time  |          |
| <hr/>   | <hr/>        | <hr/> | <hr/> | AM or PM |
| Relationship (if signed by other than patient)    | Printed Name | Date  | Time  |          |