

Patient's Name: \_\_\_\_\_ Chart No. \_\_\_\_\_

**AUTHORIZATION FOR RELEASE/EXCHANGE OF MEDICAL/DENTAL/VISION/BEHAVIORAL HEALTH INFORMATION**

HealthSource of Ohio will not require you to sign this form in order to receive treatment, payment, or eligibility for benefits, unless otherwise specifically permitted by the Federal Health Insurance Portability and Accountability Act (HIPAA) Privacy Rules. *Records released pursuant to this authorization may include information concerning testing, diagnosis, or treatment of HIV/AIDS, psychiatric and/or drug/alcohol treatment, and/or sexual assault (OAC 5160-1-32.1)*

**Please complete each step of the form.**

**STEP 1** Who is the medical, dental, vision or behavioral health information about? ***Please Print!***

Patient's Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name at the Time, if Different: \_\_\_\_\_ SS: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Current Address: \_\_\_\_\_  
Street

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**STEP 2** Who has the records now?

**Doctor or Facility:**

\_\_\_\_\_

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

\_\_\_\_\_

**STEP 3** Who do you want to release the records to?

**Name:**

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

\_\_\_\_\_

Email: \_\_\_\_\_

**STEP 4** What information do you want released? ***Check one or more.***

The following information will be disclosed (please check):	<input type="checkbox"/> Growth Charts <input type="checkbox"/> Health Maintenance Sheet <input type="checkbox"/> Immunization Records <input type="checkbox"/> Demographics/Face Sheet <input type="checkbox"/> Medical Records (Family Medicine, Pediatrics) Other: _____	<input type="checkbox"/> Prenatal Records <input type="checkbox"/> Gynecology Records <input type="checkbox"/> Dental Records <input type="checkbox"/> Dental X-Rays <input type="checkbox"/> Care Management Records <input type="checkbox"/> Behavioral Health Records <input type="checkbox"/> Substance Use Disorder redisclosure	<b>TEST RESULTS:</b> <input type="checkbox"/> Laboratory Reports <input type="checkbox"/> X-Rays <input type="checkbox"/> EKGs <input type="checkbox"/> Other: _____
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Include all checked items from \_\_\_\_\_ to \_\_\_\_\_  
 (date) (date)

over, please ➔

Patient's Name: \_\_\_\_\_ Chart No. \_\_\_\_\_

**STEP 5**

Information is to be used for: **Check One.**

<input type="checkbox"/> 1. At the request of the individual (self/personal) <ul style="list-style-type: none"> <li><input type="checkbox"/> To inspect at HealthSource of Ohio during normal business hours</li> <li><input type="checkbox"/> To provide me photocopy of my records</li> <li><input type="checkbox"/> To provide me digital copy of my records</li> </ul>	
<input type="checkbox"/> 2. Continuing medical, dental, vision, or behavioral health care	
<input type="checkbox"/> 3. Claim evaluation and presentation (insurance review)	
<input type="checkbox"/> 4. Disability	
<input type="checkbox"/> 5. Damage or legal presentation	Office Review Required (5-8) <input type="checkbox"/> OK to send
<input type="checkbox"/> 6. For transfer of care	
<input type="checkbox"/> 7. For marketing or research purposes	
<input type="checkbox"/> 8. Other (specify) _____	

**STEP 6** Permission and signature:

I authorize the use and disclosure of the individually identifiable health information requested above. I certify that I am making this request voluntarily, and that the information above is accurate to the best of my knowledge. This release of information is governed by the policies stated in the HealthSource of Ohio Privacy Notice. Please request a copy of our Privacy Notice if you wish to review our policies.

**Expiration Date:** This is a one-time release which will expire within forty-five (45) days from the date of my signature. My medical records may not be released again to those listed above without my further written consent. However, if the release is for research purposes, the expiration date will be the end of the research study, and if the release is to create or maintain a research database or repository, there will be no expiration date.

**Potential for Redisclosure:** In some cases, the information that will be released may be later re-disclosed, and then no longer protected under applicable Federal privacy regulations, including the Privacy Rules of the HIPAA. However, such re-disclosure could still be protected under State privacy law. HSO may re-disclose substance use disorder (SUD) records/data for purposes of treatment, payment, or operations (TPO) but will require an accompanying consent to release for legal proceedings.

**Right to Terminate or revoke:** I understand that I may revoke (take back) this Consent in writing, by delivering written notice to the *Doctor or Facility who I originally authorized to release the information* (See STEP 2 for name and address.) The revocation becomes effective within thirty (30) business days following the date of receipt by the party in STEP 2. Such revocation will NOT cover actions which were permitted by this Consent and already taken by the party in STEP 2 prior to revocation.

**STEP 6 - Continued** Permission and signature (continued):

You may see and copy the health information requested on this form if you ask. You will be given a copy of this form after you sign it.



Signature of Patient, Parent, or Legal Guardian

Date Signed

**If not signed by patient, please specify reason:** Patient is a minor \_\_\_\_ years old **OR** cannot sign \_\_\_\_ because: \_\_\_\_\_