

# FORM P-104: AUTHORIZATION FOR DISCLOSURE OF HEALTH INFORMATION

## SECTION A: Patient Information (Please Print)

Patient's Name: \_\_\_\_\_

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

Patient Identification Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ (MM/DD/Year)

Group or Account # on ID card: \_\_\_\_\_

Phone number where we can reach you to process your request (required) : ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

## SECTION B: Information Regarding This Authorization

I, or my authorized representative, request that health information regarding my care and treatment be used and disclose as set forth on this form. In accordance with State Law and the Privacy Rule of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), I understand that:

1. This authorization may include disclosure of information relating to **ALCOHOL** and **DRUG TREATMENT, MENTAL HEALTH TREATMENT**, except psychotherapy notes, **CONFIDENTIAL HIV/AIDS-RELATED INFORMATION** and **GENETIC INFORMATION** accordance with applicable law and only if I initial the appropriate place in Section F. In the event the health information described below includes any of these types of information, and I initial the appropriate place in Section F, I specifically authorize release of such information to the person(s) indicated in Section D.
2. With some exceptions, health information once disclosed may be re-disclosed by the recipient, and this re-disclosure may no longer be protected by federal or state law. If I am authorizing the release of HIV/AIDS-related, alcohol or drug treatment, or mental health treatment information, the recipient is prohibited from re-disclosing such information or using the disclosed information for any other purpose without my authorization, unless permitted to do so under federal or state law. If I experience discrimination because of the release or disclosure of HIV-related information, I may contact the State Division of Human Rights. This agency is responsible for protecting my rights.
3. I have the right to revoke this authorization at any time by writing to the entity listed in Section C below. I understand that I may revoke this authorization except to the extent that action has already been taken in reliance on this authorization prior to my withdrawal.
4. I understand that signing this authorization is voluntary. My treatment, payment, enrollment in a health plan, or eligibility for benefits will not be conditioned upon my authorization of this disclosure.

## SECTION C: Person or Company Who Will Receive This Information

Name, relationship (if applicable), address, telephone and fax numbers of person(s) or entity/category of person to whom this information will be disclosed:

## SECTION D: Purpose of This Disclosure

Reason(s) for releasing information under this authorization:

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<b>SECTION E: Information That Can Be Released</b>	
I authorize the following information to be used or disclosed on my behalf:	
<input type="checkbox"/> <b>All my information.</b> This may include health information, claims information, enrollment information or financial information, with the exception of sensitive information.	
OR	
<input type="checkbox"/> <b>Only limited information (check all that apply):</b>	
<input type="checkbox"/> Claims Information	<input type="checkbox"/> Enrollment Information
<input type="checkbox"/> Other Information: _____	
<input type="checkbox"/> Limited to the following conditions: _____	
<input type="checkbox"/> Limited to the following dates: Start Date _____ End Date _____ (MM/DD/YEAR)	
I also authorize the use or release of the following types of sensitive information <i>(please select all that apply)</i> :	
<input type="checkbox"/> Mental Health Related Information	<input type="checkbox"/> HIV/AIDS-Related Information
<input type="checkbox"/> Alcohol/Drug Treatment Information	<input type="checkbox"/> Genetic Information
<input type="checkbox"/> Limited to the following conditions: _____	
<input type="checkbox"/> Limited to the following dates: Start Date _____ End Date _____ (MM/DD/YEAR)	
<b>SECTION F. Expiration of Authorization</b>	
This approval will end on the earlier of:	
<input type="checkbox"/> Date: _____ (MM/DD/YEAR)	
OR	
<input type="checkbox"/> Upon termination of enrollment	
<b>SECTION G: Review and Approval</b>	
I have reviewed the contents of this form. I understand, agree and allow to use and release my information as described above.	
Patient Signature	Date
X	
<b>Legal Guardian/Representative Information</b>	
Name: _____	
(Print)	(Signature)
Relationship to Individual: _____ Date: _____	
<i><b>Please note:</b> If you are a personal representative for the Patient, you must attach copies of your authorization as required by state law to represent the Patient – for example, power of attorney, health care proxy or guardianship papers.</i>	