

**AUTHORIZATION for USE or DISCLOSURE  
of PROTECTED HEALTH INFORMATION**

Patient Name \_\_\_\_\_  
Medical Record # \_\_\_\_\_  
Department Name \_\_\_\_\_  
Telephone Number (336) 71\_\_ - \_\_\_\_\_  
Date Rec'd \_\_\_\_\_ Date Sent \_\_\_\_\_  
Copy given to requestor (Date) \_\_\_\_\_

**THIS FORM MUST BE COMPLETED IN FULL**

I consent to and authorize \_\_\_\_\_  
(Person(s) or class of persons authorized to use/disclose the information)

\_\_\_\_\_  
(Address)

to release to \_\_\_\_\_  
(Person(s) or class of persons authorized to receive the information)

\_\_\_\_\_  
(Address)

**Description of information that may be used/disclosed:**

*(The information may include medical information related to treatment of alcohol, psychiatric care, psychological assessments, substance abuse, and /or HIV/AIDS, if applicable.)*

Medical Information from the most recent visit/admission to include physician notes/summaries and diagnostic results. Specify which department and location \_\_\_\_\_.

Medical Information including physician notes/summaries and diagnostic results for the periods from \_\_\_\_\_ to \_\_\_\_\_.

Other: Specify information to release \_\_\_\_\_ for the periods from \_\_\_\_\_ through \_\_\_\_\_.

**The information will be used/disclosed for the following purposes:**

Please specify the reason for this request, e.g. treatment, insurance, legal, etc

\_\_\_\_\_  
\_\_\_\_\_

At the request of the individual

I understand that if the person or entity that receives the information is not a health care provider or health plan covered by federal privacy regulations, the information described above may be redisclosed and no longer protected by these regulations.

I understand that I may refuse to sign this authorization and that my refusal to sign will not affect my ability to obtain treatment or payment or my eligibility for benefits. I may inspect or copy any information used/disclosed under this authorization to the extent allowed or required by law.

**I understand I may revoke this authorization at any time by sending a notice of revocation in writing to the WFBH Privacy Office. I further understand that I may not revoke this authorization to the extent that action has been taken in reliance on this authorization. Information about the right to revoke has been shared with me in the WFBH Notice of Privacy Practices. This authorization expires \_\_\_\_\_. Unless specified or revoked, this authorization will expire one (1) year from the date signed.**

\_\_\_\_\_  
Signature of Patient or Personal Representative (if applicable)

\_\_\_\_\_  
Patient's Date of Birth

\_\_\_\_\_  
Relationship to Patient

\_\_\_\_\_  
Requestor's Home Phone/Work Phone

\_\_\_\_\_  
Authority to Act

\_\_\_\_\_  
Date/Time

**This release is limited to the department specified at the top of this form.**

To obtain information from another department or from Wake Forest Baptist Health) individual authorizations will be needed.  
Please contact the specific department or WFBH HIM Department at (336) 716-3230.

