

AUTHORIZATION TO RELEASE HEALTH INFORMATION
PLEASE COMPLETE ENTIRE FORM

Name of Provider/Facility: I hereby authorize VILLAGE FAMILY PRACTICE to release health records information on:

Patient Name: _____ Date Of Birth: _____ Social Security # _____
Patient Phone Number 1 _____ 2. _____
Primary Secondary

For Healthcare Covering the Periods from _____ To: _____ **OR** _____ all dates
For the purpose(s) of: _____

PLEASE RELEASE RECORDS TO:

Name of Provider/Facility _____
Address: _____
City: _____ State: _____ Zip: _____ **Phone Number:** _____

I do do not (check applicable box) authorize this information to be faxed. If yes:
Fax Number: _____ Name of Person to Receive Fax _____

I understand that the information in my health record may include information relating to sexually transmitted disease, acquired immunodeficiency syndrome (AIDS), or human immunodeficiency virus (HIV). It may also include information about behavioral or mental health services, and treatment for alcohol and drug abuse.
___ **Yes**, I consent to the release of this information. ___ **No**, I do not consent to the release of this information.

REVOCATION: I understand that this authorization maybe revoked in writing at any time, except the extent that actions have already been taken in response to this authorization for the purposes stated above.

Unless otherwise indicated, this authorization will expire in ninety (90) days from date of signature. The physician and employees are released from any legal responsibility or liability for disclosure to the above information to the extent indicated and authorized herein.

I understand that there may be a fee for preparing and furnishing this information

Signature of Patient or Legal Representative **Relationship to Patient** **Date**

COMPLETE ONLY IF INFORMATION IS TO BE RELEASED DIRECTLY TO PATIENT:
I understand that my medical records may contain reports, test results, and notes that only a physician can interpret. I understand and have been advised that I should contact my physician regarding the entries made in my medical record to prevent my misunderstanding of the information contained in these entries. I will not hold _____ liable for any misinterpretation of the information in my medical record as result of not consulting my physician for the correct interpretation.

Signature of Patient or Legal Representative Relationship to Patient Date

Preparation Fee \$25.00 for the first 20 pages \$0.50 per additional page **Copy OF Billing Records \$25.00**

TO BE COMPLETED BY VILLAGE FAMILY PRATICE STAFF ONLY!

Date request completed _____ # pages copied _____ Charges \$ _____
Send out by _____ *Method* _____ Mailed _____ Faxed _____ Picked up _____