



Patient Name:		Date of Birth:	Patient's Phone:	Last 4 digit SSN (optional)
Provider's Name				Provider's Phone:
Provider's Address:				
Recipient's Name:			Recipient's Phone:	
Recipient's Address:				

Request Delivery (If left blank, a paper copy will be provided): Paper Copy Electronic Media (CD/DVD) Other (provide details) _____

We are not responsible for unauthorized access to the PHI contained in electronic format after delivery to you.

Expiration: This authorization will expire **90 days** from this date unless the following is completed. (Fill in the Date or the Event but not both.)

Date: _____ Event: _____

Purpose of disclosure: _____

DESCRIPTION OF INFORMATION TO BE USED OR DISCLOSED.

Is this request for psychotherapy notes? Yes, then this is the only item you may request on this authorization. You must submit another authorization for other items below.
 No, then you may check as many items below as you need.

Description:	Date(s):	Description:	Date(s):	Description:	Date(s):
<input type="checkbox"/> Dictated Reports (all)	_____	<input type="checkbox"/> Lab Reports	_____	<input type="checkbox"/> Other: _____	_____
<input type="checkbox"/> Discharge Summary	_____	<input type="checkbox"/> Pathology Reports	_____	<input type="checkbox"/> Other: _____	_____
<input type="checkbox"/> History and Physical	_____	<input type="checkbox"/> Radiology Reports	_____	<input type="checkbox"/> Other: _____	_____
<input type="checkbox"/> Consultation	_____	<input type="checkbox"/> Radiology Images	_____	<input type="checkbox"/> Other: _____	_____
<input type="checkbox"/> Operative Reports	_____	<input type="checkbox"/> Mammogram	_____		
<input type="checkbox"/> ER Reports	_____	<input type="checkbox"/> Billing Information	_____		

I acknowledge, and hereby consent to the release of information related to diagnosis and/or treatment of the following conditions:

Alcohol or drug abuse _____ (Initial) Psychiatric Treatment or Diagnoses _____ (Initial)
 Genetic Information _____ (Initial) HIV/AIDS testing or results _____ (Initial)

I understand that:

1. I may refuse to sign this authorization and that it is strictly voluntary.
2. My treatment, payment, enrollment or eligibility for benefits may not be conditioned on signing this authorization.
3. I may revoke this authorization at any time in writing, but if I do, it will not have any effect on any actions taken prior to receiving the revocation. Further details may be found in the Notice of Privacy Practices.
4. If the requester or receiver is not a health plan or health care provider, the released information may no longer be protected by federal privacy regulations and may be redisclosed.
5. I understand that fees in accordance with WV Law may be charged for requested copies.
6. I am entitled to a copy of this form if requested after I complete it.

Signature of Patient/Patient's Representative: _____ Date: _____

Print Name of Patient's Representative: _____ Relationship to Patient: _____

RELEASE OF INFORMATION FORM

SMMC: 16-1
 Rvsd: 11/12; 3/13; 8/14
 Added title: 8/26/14



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 Office Hours: Monday – Friday, 9:30a.m. – 4:00p.m.
 Closed Daily from Noon – 1:00p.m. and Closed Holidays
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