Patient Receipt of Privacy Practices & Release of Information Authorization

In general, the HIPAA privacy rule gives individuals the right to request a restriction on the uses and disclosures of their protected health information (PHI). The individual is also provided the right to request confidential communications or that a communication of PHI be made by alternative means, such as sending correspondence to the individuals office instead of their home

I wish to be contacted in the following manner (check all that apply):

☐ Home Telephone _____
- ☐ OK to leave a message with detailed information
- ☐ Leave message with call-back number only

☐ Work Telephone _____
- ☐ OK to leave a message with detailed information
- ☐ Leave message with call-back number only

☐ Cell Phone _____
- ☐ OK to leave a message with detailed information
- ☐ Leave message with call-back number only

☐ Written Communication
- ☐ OK to mail to my home address
- ☐ OK to mail to my work/ office address
- ☐ OK to fax to this number: _____

☐ Other: _____

I have received a copy of the Infectious Diseases Associates, PC's privacy practices. This will also serve as authorization of the release of my PHI according to the indications above.

_____ Patient Signature

_____ Date

_____ Print Name

_____ Birthdate

The Privacy Rule generally requires healthcare providers to take reasonable steps to limit the use or disclosure of, and requests for PHI to the minimum necessity to accomplish the intended purpose. These provisions do not apply to uses or disclosures made pursuant to an authorization requested by the individual.
NOTE:Uses and disclosures to TPO may be permitted without prior consent in an emergency.

Record of Disclosures of Protected Health Information

Date	Disclosed to Whom Address or Fax Number	(1)	Description of Disclosure/ Purpose of Disclosure	Disclosed by Whom	(2)	(3)

(1) Check this box if the disclosure is authorized
(2) Type Key: T=Treatment P=Payment O=Healthcare Operations A=Authorization on file D=Discretionary
(3) Enter how the disclosure was made: F=Fax P=Phone E=Email M=Mail O=Other

CO 401a
EFF: 3-08
REV: 2-10