

MelroseWakefield Healthcare

Location: _____

Authorization to Use & Disclose Protected Health Information

Address: _____

Addendum A: General Use Form

City, Zip: _____

Patient Information

Patient Name (Please Print): _____ Date of Birth: _____

Patient Address: _____ Phone #'s: _____

City: _____ State: _____ Zip: _____ EMAIL: _____

I hereby Authorize MelroseWakefield Healthcare to:

Choose one or both Release my medical record information to Obtain medical information from for two way communication:

Name/Facility: _____ Attention: _____

Address: _____ Phone #: _____

City: _____ State: _____ Zip: _____ Fax #: _____

Purpose of Request: Personal Medical Care Legal Insurance Other _____

Specific Records/Report(s) to be released:

Treatment Dates: _____

- Discharge Summary
- History & Physical
- Radiology Reports
- Radiology CD
- Portal Pin
- Emergency Room Rpt
- Consult Notes
- Access to Information via 3rd Party App
- Operative/Procedure Report
- Abstract (Diagnostic Treatment & Provider Notes)
- Other _____

*COPY FEE: Fees may apply to a request for copies but at no time will exceed a reasonable cost-based fee.

Authorization to Release Sensitive Protected Information:



IMPORTANT - Please initial next to each sensitive record category that you wish to disclose and sign in this box below.

- _____ **Mental/Behavioral Health or Disability Services Provider Documentation ***
- _____ **Information about Alcohol and/or Substance Use Treatment ****
- _____ **HIV/AIDS Screening Test Results**
- _____ **Genetic Testing/Test Results *****
- _____ **Information about Rape/Sexual Assault Victim's Counseling**
- _____ **Information about Sexually Transmitted Disease (STD's)**
- _____ **Information about Domestic Violence Victim's Counseling**

Signature: _____ Date: _____

* This Authorization is not valid for use or disclosure of psychotherapy notes.

** Only applicable to records that are created by an "individual or entity who holds itself out as providing alcohol or drug abuse diagnosis, treatment or referral for treatment." 42 CFR Part 2. Does not include records created or maintained by a general medical facility.

*** The term "genetic tests" means only those tests which determine your future chances of developing a disease, not test done to diagnose a current condition or problem. This includes information related to the testing of embryo's created during IVF.

I Understand and Agree to these Conditions for Authorization:

Voluntary. Disclosure of this information is voluntary and I can refuse to sign this authorization. I need not sign this form in order to ensure treatment.

Revocation. I have the right to revoke this authorization at any time and must do so in writing. The revocation will not apply to information that has already been released in response to this authorization and will not apply to my insurance company when the law provides my insurer with the right to contest a claim under my policy.

Request for Review. I may inspect or request a copy of the information to be used or disclosed, as provided in 45 C.F.R. 164.524.

Potential for Redisclosure. Information disclosed in response to this authorization may be disclosed by the recipient and may not be protected by federal or state law.

Expiration. This Authorization will remain in effect for six (6) months unless otherwise specified: _____

Sign Here

Date Here

Signature of Patient's

Date

Signature of Personal Representative

Date

Relationship to patient or authority to act for patient

** Please provide a copy of the legal document granting your authority to request patient's records (i.e. HCP, POA, Guardianship, Executor Appointment)

If you have questions about disclosure of your health information please call Chief Privacy Officer at 781-979-3477.

Revised 02/10/2021