

**AUTHORIZATION FOR RELEASE OF INFORMATION**

**Section 1  
Patient Information**

NAME: \_\_\_\_\_  
LAST FIRST MI MAIDEN OR OTHER NAME  
 DATE OF BIRTH: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ SS#: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ MEDICAL RECORD #: \_\_\_\_\_  
MO DAY YR  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 PRIMARY PHONE: \_\_\_\_\_ SECONDARY PHONE: \_\_\_\_\_

**Section 2  
Retrieval/Release Information**

**I hereby authorize Maryland Primary Care Physicians, LLC**

to **OBTAIN** my Protected Health Information, as indicated in Section 3, **FROM**:  
 to **RELEASE** my Protected Health Information, as indicated in Section 3, **TO**:

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY, ST, ZIP: \_\_\_\_\_  
 PHONE: \_\_\_\_\_  
 FACSIMILE: \_\_\_\_\_

**Section 3  
Information to be Released**

<u>INFORMATION</u>	<u>DATES</u>
<input type="checkbox"/> History and physical exam...	_____
<input type="checkbox"/> Lab reports .....	_____
<input type="checkbox"/> Progress notes .....	_____
<input type="checkbox"/> X-ray reports.....	_____
<input type="checkbox"/> Other: _____	_____

**I specifically authorize the release of information relating to:**

Substance abuse (including alcohol/drug abuse)  
 Mental health (excluding psychotherapy notes)  
 HIV related information (including AIDS related testing)

X \_\_\_\_\_ X \_\_\_\_\_  
SIGNATURE OF PATIENT OR AUTHORIZED PERSON DATE

**Section 4  
Purpose Of Disclosure**

Changing physicians       School  
 Continuing care           Legal  
 Personal Use               Consultation/Second Opinion  
 Insurance                   Workers Compensation / PIP  
 Other: \_\_\_\_\_

**Section 5  
Type of Access**

Copy of record to be released to the person listed in Section 2.  
 Inspection of record performed by the person listed in Section 2.

**Section 6  
Patient Notification Elements**

- I understand that this authorization will expire 365 days from the date I have signed this form.
- I understand that I may revoke this authorization at any time by notifying the providing organization in writing, and it will be effective on the date notified, except to the extent action has already been taken in reliance upon it.
- I understand that information used or disclosed pursuant to this authorization may be subject to redisclosure by the recipient and no longer be protected by Federal privacy regulations.
- I understand that if I am being requested to release this information by Maryland Primary Care Physicians, LLC for the purpose of: \_\_\_\_\_  
 a. My health care and payment for my health care will not be affected if I do not sign this form.  
 b. I understand I may see and copy the information described on this form if I ask for it, and that I will get a copy of this form after I sign it.
- I understand that in compliance with Maryland statute, I will pay a fee per MPCP/PMG's Access of Health Information Fee Schedule (available upon request) for copying and inspection of records.

**Section 7  
Authorized Signature**

X \_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
DATE

Self                               Durable Power of Attorney\*  
 Parent                           Durable Medical Power of Attorney\*  
 Legal Guardian\*           Health Care Agent\*  
 Other (Specify)\*: \_\_\_\_\_

**\*A COPY OF THE LEGAL DOCUMENTATION VERIFYING AUTHORIZATION MUST BE ATTACHED.**

AUTHORIZED SIGNATURE VERIFIED BY: \_\_\_\_\_  
MPCP/PMG STAFF INITIALS

**Section 8  
FOR OFFICE USE ONLY**

AUTHORIZATION EXP: \_\_\_\_\_  
(THIS DATE MUST NOT EXCEED 365 DAYS FROM THE DATE THE REQUEST WAS SIGNED.)

RECORDS RECEIVED BY: \_\_\_\_\_

RELATIONSHIP TO PATIENT: \_\_\_\_\_

TYPE OF PHOTO ID PRESENTED: \_\_\_\_\_

FEE COLLECTED: \$ \_\_\_\_\_

Your request to access your medical records has been denied or the release of your record in its entirety cannot be granted. Please see the attached letter for further explanation.

This is to notify you that your original records request cannot be complied with within thirty (30) days of your original request. Your records will be released or available for inspection by \_\_\_\_\_  
NOT TO EXCEED AN ADDITIONAL THIRTY (30) DAYS)

MPCP/PMG STAFF SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_