



File copy

FOR OFFICE USE ONLY:
Verified by: _____

CONSENT TO DISCLOSE HEALTH INFORMATION

Burlington, VT 05401

Phone: (802) 864-6309

Fax: (802) 860-4313

I, _____ Date of birth: _____
(Name of **patient** whose information is being requested)

Authorize _____
(Name and address of person/agency **sending** information)

To disclose to: _____
(Name and address of person/agency **receiving** the disclosure)

The **purpose** of this disclosure is: _____

Please check all information you would like to have shared:

Information to Disclose			
<input type="checkbox"/>	ENTIRE RECORD	<input type="checkbox"/>	Information From My Therapy Chart
<input type="checkbox"/>	Attendance	<input type="checkbox"/>	Treatment Recommendations/Plan
<input type="checkbox"/>	Medication Prescribed	<input type="checkbox"/>	Treatment Progress Report
<input type="checkbox"/>	Test Results	<input type="checkbox"/>	HIV/AIDS Diagnosis/Treatment Information
<input type="checkbox"/>	Diagnosis/Presenting Problem Information	<input type="checkbox"/>	Discharge Summary
<input type="checkbox"/>	Assessment Summary/Evaluation	<input type="checkbox"/>	Other (please specify below):
<input type="checkbox"/>	Appointments, prescriptions, test results	<input type="checkbox"/>	Billing Information

Time period or other specifics related to the information to be disclosed (if none are specified, **all records** of the type(s) selected above will be shared): _____

You are authorizing The Community Health Centers of Burlington to disclose your records in the following formats: verbal, written, electronic, visual and audio tape, unless otherwise specified here _____.

I understand that information released may include medical, mental health, and/or drug and alcohol information. I understand that my alcohol and/or drug treatment records are protected under the Federal regulations governing Confidentiality and Drug Abuse Patient Records, 42 C.F.R. Part 2, and the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”), 45 C.F.R. Parts 160 and 164, and cannot be disclosed without my written consent unless otherwise provided for by the regulations. I also understand that I may revoke this consent at any time except to the extent that action has been taken in reliance on it before I revoked it. A photocopy or facsimile of this consent is as valid as the original. I understand that I might be denied services if I refuse to consent to a disclosure for purposes of treatment, payment, or health care operations. I will not be denied services if I refuse to consent to a disclosure for other purposes. At my request, a copy of this form will provided to me. **(Additionally, I acknowledge that any fees incurred by Community Health Centers of Burlington as a result of this request are my responsibility and will be billed to me.)**

Date or event upon which this consent will expire: _____. I understand if I do not note a date or event, then this consent will expire one year from the last date of service to me at CHCB.

Patient Signature _____
Date

Parent, Guardian, Legal Representative _____
Date

Describe authority to sign on behalf of patient _____

Contact Number: _____

I hereby revoke this consent on _____ (date). Do not release any further information under this consent.
Signature: _____

Regarding Information to be released:

Name of Person Whose Information is Being Requested: This is the name of the person to whom Community Health Centers of Burlington (CHCB) has provided services. If this person is a minor or under guardianship, put his or her name in this space. The parent or legal guardian will sign at the end of the consent.

Attendance: Means you are a patient at the CHCB. In some situations, CHCB will be confirming that you are attending treatment appointments.

Diagnosis/ Presenting Problem: Includes the problem for which you are being treated and may include the diagnosis name and/or code that goes with that problem.

Assessment Summary/Evaluation: May include a medical progress note or mental health or substance abuse assessment or summary of intake session.

Treatment Recommendations/Plan: May include how your medical provider plans to care for you. May include mental health or substance abuse treatment plan.

Medication Prescribed: Includes the medication list in chart or individual medications that you are taking.

HIV/AIDS Diagnosis/ Treatment Information: Any information related to HIV/AIDS status in your health record.

Treatment Progress Report: May include how you are doing working toward your health goals. May include progress in counseling or other mental health or substance abuse program.

Test Results: May include blood tests, urine drug screens, or other mental health or substance abuse screening. May include mental health or substance abuse screening tool results.

Discharge Summary: The summary of your course of treatment and results from your counseling appointments.

ENTIRE RECORD: Means there are no restrictions on what can be shared. If you check the box for ENTIRE RECORD, then everything in your chart (all other categories listed in these definitions) will be included in the disclosure.

- Please note that you must also check the box "Information From My Therapy Chart" to authorize that information may also be shared.

Other: Please write specifically what you want disclosed if it is not included in the other categories above.

Time period or other specifics related to the information to be disclosed: Please indicate any limitations on the information disclosed, including information from a specific time period (dates) or regarding specific information or documents to be disclosed.

Purpose of Disclosure: By telling CHCB why you want this information disclosed, CHCB can ensure that only the minimum amount of information necessary to meet the purpose of your consent will be released. If you don't want to disclose the purpose, you can write "At the request of the patient" in this section.

Means of Disclosure: Health information can be relayed in different ways. CHCB needs to know in which format you wish to disclose it.

Date or event upon which this consent will expire: Unless you write a specific date or condition upon which this consent expires, it will expire automatically one year after your last date of service at CHCB.

Revoking Authorization: If you change your mind about disclosing this information in the future, please stop in to complete this section of your consent or tell CHCB in writing that you no longer want to disclose this information. This revocation cannot be applied to information CHCB disclosed with your permission and prior to your revocation.