

## AUTHORIZATION TO DISCLOSE HEALTH INFORMATION

Patient Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Health Record Number: \_\_\_\_\_

Social Security #: \_\_\_\_\_

**I authorize the use or disclosure of the above named individual's health information as described below:**

1. The following individual or organization is authorized to make the disclosure:

Name/ Address: \_\_\_\_\_

\_\_\_\_\_

2. The type and amount of information to be used or disclosed is as follows (include date where appropriate).

<input type="checkbox"/> problem list	<input type="checkbox"/> immunization record
<input type="checkbox"/> medication list	<input type="checkbox"/> most recent history and physical
<input type="checkbox"/> list of allergies	<input type="checkbox"/> most recent discharge summary
<input type="checkbox"/> laboratory results:	from (date) _____ to (date) _____
<input type="checkbox"/> x-ray and imaging reports:	from (date) _____ to (date) _____
<input type="checkbox"/> consultation reports:	from (doctors' names) _____
<input type="checkbox"/> entire record	
<input type="checkbox"/> other:	_____

3. I understand that the information in my health record may include information relating to sexually transmitted disease, acquired immunodeficiency syndrome (AIDS), or human immunodeficiency virus (HIV). It may also include information about behavioral or mental health services, and treatment for alcohol and drug abuse.
4. This information may be disclosed to and used by the following individual or organization:

Birmingham City Schools  
Human Resources Department  
c/o: Executive Director  
P.O. Box 10007  
2015 Park Place  
Birmingham, Alabama 35203

For the purpose of: ☐ On the Job Injury ☐ FMLA ☐ Sick Leave ☐ Other: \_\_\_\_\_

5. I understand I have the right to revoke this authorization at any time. I understand if I revoke this authorization I must do so in writing and present my written revocation to the human resources department. I understand the revocation will not apply to information that has already been released in response to this authorization. I understand the revocation will not apply to my insurance company when the law provides my insurer with the right to contest a claim under my policy. Unless otherwise revoked, this authorization will expire on the following date, event or condition: \_\_\_\_\_. If I fail to specify an expiration date, event or condition, this authorization will expire in six months.
6. I understand that authorizing the disclosure of this health information is voluntary. I can refuse to sign this authorization. I need not sign this form in order to assure treatment. I understand I may inspect or copy the information to be used or disclosed, as provided in CFR 164.524. I understand any information may not be protected by federal confidentiality rules. If I have questions about disclosure of my health information, I can contact the Birmingham City Schools Human Resources Executive Director.

7. \_\_\_\_\_  
Signature of Patient or Legal Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
If Signed by Legal Representative, Relationship to Patient

\_\_\_\_\_  
Signature of Witness