

**UPMC Western Maryland**

12500 Willowbrook Road  
Cumberland, MD 21502  
T 240-964-7000

**AUTHORIZATION FOR DISCLOSURES OF HEALTH INFORMATION**

Patient Name: \_\_\_\_\_ DOB: \_\_\_\_\_ MR \_\_\_\_\_

I hereby authorize UPMC Western Maryland the use or disclosure of my individually identifiable health information as described below: Please release my information to the following persons/organizations:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

I also authorize disclosure of records from: \_\_\_\_\_

This disclosure is to be used for the following purposes (s): \_\_\_ Patient Request \_\_\_ Workers' Compensation \_\_\_ Insurance Claim \_\_\_ Attorney Request \_\_\_ Continued Care \_\_\_ Other/Specify: \_\_\_\_\_

Please release the following: Date of Service \_\_\_\_\_ to \_\_\_\_\_

Check all that apply: **\*There may be a charge for release of medical records.**

<input type="checkbox"/>	Outpatient Records	<input type="checkbox"/>	Inpatient Records
<input type="checkbox"/>	Emergency Department	<input type="checkbox"/>	Discharge Summary
<input type="checkbox"/>	X-ray Reports	<input type="checkbox"/>	History & Physical
<input type="checkbox"/>	Laboratory	<input type="checkbox"/>	Operative Report
<input type="checkbox"/>	Outpatient Surgery	<input type="checkbox"/>	Test Results
<input type="checkbox"/>	Clinic	<input type="checkbox"/>	Entire Record
<input type="checkbox"/>	Other:	<input type="checkbox"/>	Other:
<input type="checkbox"/>	Preliminary images/draft reports	<input type="checkbox"/>	Preliminary images/draft reports

This authorization is intended as a release from all legal liability that may arise from the disclosure of the information requested. This authorization must be dated subsequent to the information being requested and is valid for ONE YEAR from the date of signature or as otherwise specified. Please see our *Notice of Privacy Practices* for instructions as how to revoke this authorization. We will not condition treatment, payment, enrollment, or eligibility for benefits on the completion of this authorization. Also, please be aware that once we disclose this information, per your instructions, the information is subject to re-disclosure and may no longer be protected by the Health Insurance Portability & Accountability Act of 1996. However, the recipient may be prohibited from disclosing substance abuse information under the Federal Substance Abuse Confidentiality Requirements. I understand that the information in my health record may include information relating to sexually transmitted disease, acquired immunodeficiency virus (HIV). It may also include information about behavioral or mental health services, and treatment for alcohol and drug abuse.

By signing this form, I acknowledge that I have read or had this form read and/or explained to me, that I fully understand its contents, and that I have been given ample opportunity to ask questions and that any questions have been answered satisfactorily. All blanks or statements requiring completion were filled in and all statements I do not approve of were stricken before I signed this form.

\_\_\_\_\_  
SIGNATURE: Patient or person authorized to consent for patient Date/Time

\_\_\_\_\_  
PRINT NAME: Person authorized to consent for patient PRINT: Relationship

\_\_\_\_\_  
SIGNATURE: Second witness ( to telephone consent only) Date/Time

**Staff Acknowledgement:**

I confirm that I have fully explained to the above patients (and/or legal representative) the nature and purpose of said procedure and the possible risks, benefits and alternatives.

\_\_\_\_\_  
SIGNATURE: Staff signature Date/Time

<b>For Facility Use Only:</b>	
Date Received: _____	Date Information Released: _____ By Whom: _____
Identity of Requestor Verified: <input type="checkbox"/> Photo ID; <input type="checkbox"/> LOA; <input type="checkbox"/> POA; <input type="checkbox"/> Other _____ Information	
Released by what means: <input type="checkbox"/> Fax; <input type="checkbox"/> Mail; <input type="checkbox"/> Hand Carried by patient/representative; <input type="checkbox"/> Other _____	