Gwinnett Pediatrics and Adolescent Medicine
595 Hurricane Shoals Rd. NW Ste.300
Lawrenceville GA 30046
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Request for Access Request and Authorization for Use and Disclosure of Protected Health Information

Patient Identification (If requesting for multiple children, use **one form per child/ patient**)

Name:_____ Date of Birth:_____

Street Address:_____ Tel # (cell):_____

City, State ZIP:_____ Email Address:_____

I request my records to be delivered by:

I hereby authorize (facility or person you are requesting **to release**)

_____Phone: _____ Fax: _____

to Disclose my Protected Health Information to:

Facility/Individual Name to **receive** the records: _____Relationship:_____

Fax #: _____ Tel #: _____

Address:_____ Email Address:_____

INFORMATION BE RELEASED:

TYPE OF INFORMATION TO BE RELEASED: **PURPOSE OF THE REQUEST for PHI DISCLOSURE:**

Select One

Cost of Records:
The cost of copies of medical records for your **personal use is $20 *per request*, with payment due in advance.** Requests for continuing care and records provided directly to another healthcare provider will be at no cost. Please **contact 770-9950-0823 for questions** regarding your record request.

Drug and / or Alcohol Abuse, and / or Psychiatric, and / or HIV / AIDS Records Release:
I understand if my medical or billing record contains information in reference to drug and/or alcohol abuse, psychiatric care, sexually transmitted disease, Hepatitis B or C testing, and/or other sensitive information, I agree to its release. ***Check one:*** ☐ **Yes** ☐ **No**

Time Limit & Right to Revoke Authorization:
Except to the extent that action has already been taken in reliance on this Authorization, you have the right to revoke this Authorization by submitting a notice in writing to the Department of Health Information Systems or other Department to whom you are authorizing disclosure. Unless revoked, this Authorization will expire 90 days from the date of signature, unless otherwise specified.

Re-release:
I understand that the information released pursuant to this Authorization may be subject to release by the recipient and no longer protected by the Health Insurance Portability and Accountability Act of 1996. The facility, its employees, officers, and physicians are hereby released from any legal responsibility or liability for disclosure of the above information to the extent indicated and authorized herein.

Signature of Patient or Personal Representative Who May Request Disclosure
By signing below, you authorize your healthcare provider identified above to release your protected health information, and acknowledge and understand the terms of this **Request for Access to and Authorization for Use and Disclosure of Protected Health Information**.

Patient / Parent or Guardian signature: _____ Date: _____

Patient / Parent or Guardian printed name: _____