

CONSENT TO RELEASE OF INFORMATION

Hosp. # _____

University of Iowa Hospitals and Clinics (UIHC)
Health Information Management Department; Release of Information Office
200 Hawkins Dr., Iowa City, IA 52242 (Telephone 319-356-1719; FAX 319-356-3079)

Please use blue or black ink, neatly PRINT (except signature) and provide complete information in each section.

Patient's Legal Name _____ Birth Date _____

List any previous names (maiden, married, legal changes) _____

By signing this form, I am allowing UIHC to release medical information concerning the above named patient to the person or facility listed below. Information may be shared by: Viewing ___ Verbal ___ Copies ___ CD ___ CareLink ___ MyChart ___
(Please note, burning to a CD is only possible when transferring electronic information. Copies of paper documents will be provided on paper.)

Name of Person and/or Institution who will receive information _____ FAX # (If urgent) _____

Complete Mailing Address/Street/P.O. Box _____ City, State, Zip Code _____

Check the information to be disclosed (include dates if known): _____ Minimum necessary, or specify as follows:

- ___ Medication list ___ Allergy list ___ Immunization record
___ History and Physical, specify clinic or date
___ Discharge summary, specify clinic or date
___ Laboratory results, specify type or date
___ Radiology reports, specify type or date
___ Radiology images on CD, specify type or date
___ Consultation reports, specify doctor or clinic
___ Test results (e.g. EKG, PFT, etc.), specify type or date
___ Billing Information, specify
___ Other, specify

Please check the reason for release below; and provide a date by which the info is needed: _____

Moving out of area ___ Rehab/disability ___ Insurance ___ 2nd opinion ___ Legal ___

Personal file* ___ Medical care ___ Transferring care ___ Other (specify) _____

*Payment may be required (check only).

This consent is voluntary. If I cancel this consent at a later date, I must send written notification to the Director of Health Information Management at the above address. If this consent is cancelled, I understand that information may have been released prior to the cancellation, and that action would not be considered a breach of confidentiality. I also acknowledge that: 1) recipients of this information may possibly re-release the information without proper authorization, and 2) once information is disclosed it may no longer be protected by federal privacy regulations. I understand that I may review the disclosed information or ask questions by contacting the Director of Health Information Management at the above address.

UIHC does not require completion of this form as a condition of evaluation or treatment. However, when the requested evaluation or treatment is solely for the purpose of creating a medical report for a third party, if authorization to release the information to that third party is not provided, it may result in the cancellation of those services.

I understand that the information may be released electronically, and may include information in the following categories unless I specifically deny the release (initial any category not to be released).

Substance Abuse** ___ Mental Health ___ HIV-related information ___ Genetic tests/info*** _____

Information has been disclosed to you from records protected by federal confidentiality rules (42 CFR Part 2 prohibits unauthorized disclosure of these records). *Refers to genetic testing to screen for possible future health issues, does not refer to testing to diagnose or treat current health conditions.

This agreement allows release of past and future information and will expire two years from the date of signature, or as indicated (specify number of days or months) _____ unless cancelled by the patient/guardian.

Signature of Patient or Legal Guardian _____ Printed name _____ Date _____

Complete Mailing Address/Street/P.O. Box _____ City, State, Zip Code _____

Relationship, if Not the Patient _____ Witness Signature _____

UIHC use only: Upon satisfying this release, date & sign; record on the Release of Information Tracking (ROIT) system and scan the form in to Epic. If unable to satisfy this release or if unable to enter/scan this information on the ROIT system, complete the following as appropriate and then forward to the Release of Information Office, Health Information Management (HIM) Department, at address above.

Information sent by: _____ Name _____ Department _____ Date _____