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**GENERAL MEDICAL RECORDS RELEASE AND AUTHORIZATION FOR USE
 AND DISCLOSURE OF PROTECTED HEALTH INFORMATION**

Patient Name: _____

Address : _____

Phone : _____

SSN : _____

I hereby authorize the Medical Records Department staff of <Practice Name> to release information from my medical record to:

Name: _____ Phone: _____

Address: _____

The information may be used or disclosed for each of the following purposes:

- | | |
|--|--|
| <input type="checkbox"/> At my request (only the patient can check this box) | <input type="checkbox"/> For employment purposes |
| <input type="checkbox"/> For my health care provider | <input type="checkbox"/> Changing physicians |
| <input type="checkbox"/> For payment/insurance purposes | <input type="checkbox"/> Other: _____ |

I authorize the release of the following records: (please check specific items)

- | | |
|---|--|
| <input type="checkbox"/> Office Visit Medical Notes | <input type="checkbox"/> Pathology Results |
| <input type="checkbox"/> Diagnostic tests (Lab, X-ray, Radiology) | <input type="checkbox"/> Operative Report |
| <input type="checkbox"/> Consultation | <input type="checkbox"/> Other: _____ |

This authorization shall expire no later than _____/_____/_____ or upon written request, and may not be valid for greater than one year from the date of signature.



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I understand that after the custodian of records discloses my health information, it may no longer be protected by federal privacy laws. I further understand that this authorization is voluntary and that I may refuse to sign this authorization. My refusal to sign will not affect my ability to obtain treatment; receive payment; or eligibility for benefits unless allowed by law. By signing below I represent and warrant that I have authority to sign this document and authorize its use or disclosure of protected health information (PHI) and that there are no claims or orders pending or in effect that would prohibit, limit, or otherwise restrict my ability to authorize its use.

Signature of patient (or patient representative)

Date

Printed name of patient representative

Representative's authority to sign for patient
(i.e. parent, guardian, power of attorney, etc)