Genesee Medical Group

HIPAA Compliant Request for Information

1. MY INFORMATION:

Patient Name:	Address:
Phone: Fax:	City: State: Zip:
Email Address:	Date of Birth: Last 4 SSN#:

2. CUSTODIAN INFO: I hereby give the following entity permission to release my Protected Health Information (PHI):

Name:	Address:
Phone: Fax:	City: State: Zip:

3. INFORMATION REQUESTED: I instruct the above entity to release a copy of the following information (Check One):

____ Comprehensive Care Summary (covering 24 months) ____Entire record

____ Specific records: _____

4. WHERE TO SEND: I am requesting the above designated records be released to the following entity or person:

Name: Genesee Medical Group	Address: 7830 Clairemont Mesa Blvd., Suite 100
Phone: 858-268-1111 Fax: 858-268-0761	City: San Diego State: CA Zip: 92111

5. FORM & FORMAT OF RECORDS: I request the copies of records be delivered as follows (Check One):

√	Form	Format	Method of Delivery
x	Electronic	PDF	*Email the records to: records@geneseemedical.com
	Electronic	FAX	Fax the records to the number indicated above
	Electronic	PDF	Download – Email a secure link to:
	Hard Copy	Paper	Mailed to the address indicated above

**Emailed records sent to an unencrypted email address may be viewable by an unauthorized party. By selecting this delivery method you understand and accept the inherent risks of receiving your records via email to the address you specify.*

6. REASON FOR DISCLOSURE: I am requesting my PHI to be disclosed for the following purpose: _____

7. SENSITIVE INFORMATION DISCLOSURE: HIV, Behavioral Health, or Drug and Alcohol Abuse/Treatment information within the dates specified above *are to be released through this authorization* unless otherwise checked below:

DO NOT RELEASE: (Check all that apply) ___ HIV ___Behavioral Health ___ Drug/Alcohol

This authorization is valid for 90 days. I may revoke this authorization at any time by mailing or personally delivering a signed, written notice of revocation to the healthcare provider at which this authorization was executed. Such revocation will be effective upon receipt, except to the extent that the recipient has already taken action in reliance on this Authorization. I am entitled to a copy of this authorization upon my request. I may not be required to sign this Authorization as a condition to obtaining treatment or payment or my eligibility for benefits. The recipient of this protected health information is prohibited from re-disclosing the information unless the recipient obtains another authorization from me or unless the disclosure is specifically required or permitted by law. Where permitted, the information I am requesting to be disclosed may sometimes be re-disclosed by the recipient and may no longer be protected by law. I am entitled to notice if my protected health information is used for marketing and results in remuneration to the provider. I hereby acknowledge that I have read and fully understand the above statements as they apply to me.

_____ _____

Signature of Patient Date

_____ _____

Signature of Parent/Guardian or Personal Representative (attach proper documentation) Date

Failure to complete all fields on this form may invalidate this request