



**REQUESTS FOR MEDICAL RECORDS**

**HIPAA COMPLIANT REQUEST & AUTHORIZATION TO RELEASE PROTECTED MEDICAL INFORMATION**

PATIENT NAME

DATE OF BIRTH

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I HEREBY GIVE DOWNERS GROVE PEDIATRICS, LTD. PERMISSION TO RELEASE MY ABOVE-CAPTIONED CHILD(S) PROTECTED HEALTH INFORMATION TO:

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_, State: \_\_\_\_\_, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

I am requesting my child's PHI to be disclosed for the following purpose:

- For a second opinion  Residence/Moved  Age  Specialist  Dissatisfied with Care Received  Insurance

I authorize the specific records chosen below to be released to the entity listed above:

- IMMUNIZATIONS ONLY (NO CHARGE)  PROGRESS NOTES ONLY  
 COMPLETE CHART  OTHER  
 SERVICES FROM \_\_\_\_\_ TO \_\_\_\_\_

HIV, Behavioral Health, or Drug and Alcohol Abuse/Treatment information contained within the dates of service I specified above are to be released through this authorization unless specified below:

DO NOT RELEASE: (check all that apply)

- Treatment of STDs (Sexually Transmitted Diseases) and/or HIV testing results  
 Psychiatric Problem  
 Drug or Alcohol abuse

This authorization expires ninety (90) days from the signature, or at the following event \_\_\_\_\_:  
I may invoke 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 Parent/Guardian \_\_\_\_\_ Relationship to Patient \_\_\_\_\_ Date \_\_\_\_\_

COSTS OF COPYING RECORDS: \_\_\_\_\_ PAYMENT TYPE: \_\_\_\_\_ DATE PAID: \_\_\_\_\_

RECORDS SENT BY: \_\_\_\_\_ DATE SENT: \_\_\_\_\_ REVIEWED BY: \_\_\_\_\_