

PATIENT RECORD OF DISCLOSURE

In general, the HIPAA privacy rule gives individuals the right to request a restriction on uses and disclosures of their protected health information (PHI). The individual is also provided the right to request confidential communications or that a communication of PHI be made by alternative means, such as sending correspondence to the individual's office instead of the individual's home.

I wish to be contacted in the following manner (check all that apply):

Home Telephone

- OK to leave message with detailed information
 Leave message with call-back number only

Written Communication

- OK to mail to my home address
 OK to mail to my work/office address
 OK to fax to this number _____

Work Telephone _____

- OK to leave message with detailed information
 Leave message with call-back number only

E-Mail Address _____

- OK to email information

Patient Signature

Print Name

Date

The Privacy Rule generally requires healthcare providers to take responsible steps to limit the use or disclosure of, and requests for, PHI to the minimum necessary to accomplish the intended purpose. These provisions do not apply to uses or disclosures made pursuant to an authorization requested by the individual. Healthcare entities must keep records of PHI disclosures. Information provided above, if completed properly, will constitute an adequate record.

Note: Uses and disclosures for TPO may be permitted without prior consent in an emergency.