

Patient Record of Disclosures

In general, the HIPAA privacy rule gives individuals the rights 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 also 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)

Name	Telephone #	Relationship to Patient

Home telephone _____

- OK to leave recorded message with detailed information
- OK to leave detailed message with spouse/family member
- Leave message with call-back number only

- Written Communication
 - OK to mail to my home address
 - OK to mail to my office address
 - OK to fax to this number: _____

Work Telephone _____

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

Cell Phone _____

Pager _____

Other _____

Patient Signature

Date

Print Name

The Privacy Rule generally requires healthcare providers to take reasonable 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, if completed properly will constitute an adequate record.

Please list the names and numbers of any immediate family member to which you are allowing us to discuss your medical condition of any.