

Provida Family Medicine
1425 N. Hunt Club Road, Suite 100
Gurnee, IL 60031
Phone: 847-548-2200
Fax: 847-548-2865

Medical Records Release Authorization

Patient Name _____ Maiden Name _____ SS# _____
Date of Birth _____ Home Phone _____ Cell/Work _____
Address _____ City/State/Zip _____
Email Address: _____

A) I hereby authorize records FROM:

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

B) To be released TO:

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

C) For the purpose of:

D) Records Format: Records will always be delivered via user friendly CD or secure fax unless notated here:
 Please send printed copies via postal mail

Date Range _____ to _____	
<input type="checkbox"/> Physician's Office Notes	<input type="checkbox"/> Cardiology/EKG Reports
<input type="checkbox"/> Immunizations	<input type="checkbox"/> Lab/Path Reports
<input type="checkbox"/> Operative/Procedures Reports	<input type="checkbox"/> Radiology/X-Ray/MRI Reports
<input type="checkbox"/> Other _____	

I understand that authorizing the disclosure of this health information is voluntary. I can refuse to sign this authorization. I need not sign this form in order assure treatment. I understand that any disclosure of information carries with it the potential for an authorized redisclosure and the information may not be protected by federal confidentiality rules. If I have questions about disclosure of my health information, I can contact the authorized individual or organization making disclosure.

I understand that the information in my medical record may include information relating to sexually transmitted disease, acquired immunodeficiency syndrome (AIDS), or human immunodeficiency virus (HIV). It may also include information about behavioral or mental health services, and treatment for alcohol and drug abuse.

I understand that I have a right to revoke this authorization at any time. I understand that if I revoke this authorization, I must do so in writing and present my written revocation to the Medical Records Department. I understand that the revocation will not apply to information that has already been released in response to this authorization. I understand that the revocation will not apply to my insurance company when the law provides my insurer with the right to contest a claim under my policy.

I have read the information provided on this release form and do hereby acknowledge that I am familiar with and fully understand the terms and conditions of this authorization.

(Date) ****Subject to Fees**

(Signature of Patient/Parent/Guardian or Authorized Representative)

This authorization will expire one year from the above date unless I specify an expiration date: _____
(Expiration date of authorization)

***PLEASE READ** Fee Information: Provida Family Medicine contracts with MediCopy Services to copy and provide all medical records requested from our office. We reserve the right to charge the fee schedule as set by the State of Illinois: a \$24.81 handling fee, \$0.47 per page for the first 25 pages, \$0.31 per page for pages 26-50, \$0.16 per page for pages 51+ and

postage will be invoiced to you from MediCopy with all of the necessary directions to receive your records. By signing this authorization, you are agreeing to pay MediCopy for your records.