

Authorization for Release of Information

Patient Legal Name: _____
(Last) (First) M.I. Preferred Name (Maiden/Other Name)

Date of Birth: _____ **Phone:** _____ **Email:** _____


Address: _____
Street City State Zip Code

This information is to be used for purpose of: Personal use Continuing care Legal Disability Workers Comp
 Insurance Eligibility/Benefits Social Security Claim Veterans Benefits Other _____

Release information from my medical record to:

Name: _____	Phone: _____
Address: _____	City State Zip Code
Delivery Method: (Choose one only)	
<input type="checkbox"/> MyChart patient portal (Must have active account. To activate your account go to mychart.ynhhs.com)	
<input type="checkbox"/> Mail <input type="checkbox"/> Fax (Please enter the fax number): _____	
<input type="checkbox"/> Secure Email: _____ <input type="checkbox"/> Pick Up/Hand Carry Format: <input type="checkbox"/> CD-ROM	

Medical Information Requested:

Date of Service(s): _____	Or Date Range From: _____	To: _____
<input type="checkbox"/> Hospital Admission Summary (Includes: History & Physical Exam, Discharge Summary, Consult Report, ED Report, Operative Report, Pathology Report, Lab Results, Radiology Report)		
<input type="checkbox"/> Consult Report	<input type="checkbox"/> History & Physical Exam/HP	<input type="checkbox"/> Operative/Procedure Report <input type="checkbox"/> Pulmonary Function Test
<input type="checkbox"/> Discharge Summary/DS	<input type="checkbox"/> Immunization Record	<input type="checkbox"/> Outpatient Visit Notes <input type="checkbox"/> Radiology Report
<input type="checkbox"/> Echocardiogram/EKG	<input type="checkbox"/> Lab Results	<input type="checkbox"/> Pathology Report <input type="checkbox"/> Stress Test
<input type="checkbox"/> Emergency Visits/ED	<input type="checkbox"/> Medication List	<input type="checkbox"/> PT/OT/Speech Notes <input type="checkbox"/> Other: _____
<input type="checkbox"/> Complete Medical Record (<i>Excludes data collection flowsheets unless specifically requested</i>). <input type="checkbox"/> Include Flowsheets		
The following item(s) will be sent separate from medical records: <input type="checkbox"/> Itemized Bill		
To request Radiology Images, visit www.ynhh.org ; select Patients & Visitors; then select Request Medical Records, or scan the QR Code below. To speak directly with the Image Library, please contact 203-688-6054 for further assistance.		
		



SENSITIVE INFORMATION: I understand that the records I have selected to be released may contain information about treatment and testing regarding genetics, behavioral health, sexually transmitted disease, HIV/AIDS, reproductive health, gender affirming care, or testing/history of drug or alcohol use. By signing this authorization, I agree to the release of this information. I have the right to have my medical records released directly to me so that I can review and inspect the information. This includes reviewing the records for sensitive information I do not wish to be disclosed to a third party.

This general authorization is not sufficient for the release of Substance Use Disorder Program information. To request this information, visit www.ynhh.org; Select Patients & Visitors; then select Request Medical Records, or scan the QR Code on page 1.

I understand that:

- This authorization is valid for one year from the date below. I understand that after I have signed this form, I may change my mind and cancel (revoke) this authorization at any time by contacting in writing YNHHS Release of Information Services. Cancellation of the authorization will not apply to information that has already been released based on this authorization.
- The information disclosed in response to this authorization may be subject to re-disclosure by recipient, and will no longer be protected under the terms of this authorization or by federal privacy regulations. However, other state or federal law may prohibit the recipient from disclosing specially protected information such as substance use treatment information, HIV/AIDS-related information, and psychiatric/mental health information.
- This authorization is voluntary and my treatment by YNHHS/Yale Medicine is in no way conditioned on whether or not I sign this authorization and that I may refuse to sign it. If I do not sign this form, payment for this care will only be affected if my health care insurer is requesting this information and is permitted to require this authorization.
- On request, I may review or have copied the information described on this form if I ask for it. There may be a charge for copies in accordance with Connecticut law.
- The parent or legal guardian must sign this authorization if the patient is a minor (under age 18) except where the records relate to treatment(s) which is protected under state law, in which case the minor must consent to release of the protected information. Signature of a minor age 13 or older is required for release of records related to HIV/AIDS, substance use (alcohol/drug treatment), pregnancy and pregnancy prevention, and/or sexually transmitted disease. Signature of a minor age 16 or older is required for release of behavioral health records

Return completed authorization by mail, fax, or email as designated below. Do not send medical records to this address.

Mailing Address: Westerly Hospital
Health Information Management
Release of Information Services
25 Wells Street
Westerly, RI 02891

Westerly Hospital Fax Number: 401-348-3774

Email to: releaseofinfo@westerlyhospital.org

Routine requests for medical records are generally processed within 10 business days. To contact a Customer Service Representative, please call 401-348-3262.

Printed Name: _____ Date: _____

Signature of Patient or Authorized Representative

***must provide proof of authority (except parent of a minor)*

Please check relationship to patient

- Self Parent Legal Guardian Executor/Administrator of Estate Healthcare Representative Conservator
 Other Authorized Legal Representative _____ (indicate)

Printed Name of Minor (when applicable)***

Signature of Minor (when applicable)***

Date