Medical Records Release

Clinic Stamp

Horn Lake Family Practice
3102 Goodman Road Horn Lake, MS 38637
PH: 662-342-6676 | FX: 662-342-1213

Patient Name _____ **Date of Birth** _____

Previous Name _____ **Daytime Phone** _____

Please check one:

I request and authorize HLFP to: ☐ Release To ☐ Obtain From

Name: _____ Phone: _____

Address: _____ Fax: _____

City: _____ State: _____ Zip: _____

You may use or disclose the following health care information (check all that apply):

Patients who request more than the last 2 years of their records may be charged a $10 service fee. All payments are required prior to copying. All records are burned to a CD, faxed or e-mailed. If paper copies are requested, there will be additional charges.

☐ Chart Notes ☐ Patient Visit Summary ☐ All Records
☐ Labs / Pathology ☐ Most Recent Specialist(s) Visit ☐ Billing
☐ X-rays / Diagnostics ☐ Last Well Child Check
☐ Immunizations ☐ Growth Chart

Other _____ Time Frame Requested _____

Pick up _____ Where? _____ Faxed _____ Mailed _____ E-mailed _____

E-mail address _____

Reason for Authorization: ☐ At the request of the individual ☐ Other: _____

Expiration: ☐ Date: _____ OR ☐ Event (one time release): _____

I understand that if the person or entity that receives the information is not a health care provider or health plan covered by federal privacy regulations, the information described above may be re-disclosed and no longer protected by those regulations.
I understand that I may refuse to sign this authorization and that my refusal to sign will not affect my consent to the use or disclosure of my protected health information for purposes of treatment, payment or health care operations. I may inspect or copy any information used/disclosed under this authorization. I have authorized HLFP to photocopy this authorization, and you may accept a photocopy of this authorization as if it were the original.
I understand that I may revoke this authorization in writing at any time to HLFP, except to the extent that information has already been released in response to this authorization. Unless otherwise revoked, this authorization will expire in 12 months unless otherwise dated above.

SPECIFIC AUTHORIZATION

I understand that my health information to be released MAY INCLUDE information that is related to sexually transmitted disease, acquired immunodeficiency syndrome (AIDS), or human immunodeficiency virus (HIV), behavioral or mental health services, and/or treatment for alcohol and/or drug abuse. My signature below authorizes release of all such information, unless I have marked NO and initialed it.

_____ YES _____ NO _____ INITIALS

_____ _____ _____
Signature/Legally Responsible Party Relationship to Patient Date