

**Disclaimer:**

The information provided in this document does not constitute, and is no substitute for legal or other professional advice. Users should consult their own legal or other professional advisors for individualized guidance regarding the application of the law to their particular situations, and in connection with other compliance related concerns.

**Request by Patient for Access to Their Protected Health Information**

All patients will have the ability to review, inspect and/or obtain a copy of their Protected Health Information in their Medical Health Record. You will be required to present identification at time of request. This authorization will expire one year from the date of signature and includes test results (lab, diagnostic images, and pathology), immunization records and/or office visit notes for a specified date. If you would like a copy of your entire medical record you will be asked to complete a medical records release.

Initial: \_\_\_\_\_

I authorize Grand River Medical Clinics and it's designees to release such patient and guarantor information from the patient's medical or financial records as may be necessary for the processing of insurance claims: for advance, concurrent, or retrospective review of services: for receipt of benefits: or for continuity of health care. The information may be released to third party payers and their agents and/or health care providers involved in care rendered in the clinic or in continuing care. I also understand that such information may be released as permitted or required by law.

Initial: \_\_\_\_\_

**Authorization to Discuss, Obtain or pick up a copy of treatment notes, test results and/or prescriptions**

I, \_\_\_\_\_ authorize the following people to receive in written form and/or discuss verbally information pertaining to my care, such as test results (lab, diagnostic images, and pathology), immunization records and/or office visit notes for a specified date. This authorization does not include release of a complete copy of my medical record. I also authorize the following people to pick up prescriptions on my behalf from the clinics.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

**Right to Revoke:** I understand that I have the right to revoke this Authorization in writing at any time subject to the exceptions stated below. To revoke this Authorization, I understand that I must make my request in writing and clearly state that I am revoking this specific Authorization. In addition, I must sign my request and then mail or deliver my request to Grand River Hospital District ATTN: Medical Records at 501 Airport Road Rifle, Colorado 81650.

**Exceptions to Right of Revocation:** I understand that my written revocation will not affect the ability of the Hospital to continue to use or disclose my health information to the extent that it has already acted in reliance on this Authorization. For example, the Hospital cannot rescind disclosures it has already made, and may use my health information as necessary to bill and collect for services rendered.

Initial: \_\_\_\_\_

**Notice of Privacy Practices:** GRMC is legally required to safeguard your Protected Health Information. The Health Information and Portability Act requires that the hospital and clinics gives full description of the ways in which the Patient's Protected Health Information is used, disclosed, and protected in the Notice of Privacy Practices. GRMC participates in the Quality Health Network a health information exchange system.

Initial: \_\_\_\_\_

Patient Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Acknowledgement refused. Reasons for refusal: \_\_\_\_\_