Patient Record of Disclosures

In general the HIPAA privacy rule gives individuals the right to request restrictions 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 be made by alternative means, such as sending correspondence to the individual' work instead the individual's home.

I wish to be contacted in the following manner (check all that apply)

Home Telephone_____

O.K. to leave detailed message_____
Leave message with call back number only_____

Work Telephone_____

O.K. to leave detailed information_____
Leave message with call back number only____

Written Communication_____

O.K. to mail to home address____
O.K. to mail to work/office_____

Other_____

_____

Patient Signature_____**Date**_____

Print Name_____**DOB**_____

The Privacy Rule requires providers to take reasonable steps to limit the use or disclosure of and request 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 be keep records of PHI disclosures. Information provided below, if completed properly, will constitute an adequate record.

Note: Uses and disclosures for TPO may be permitted without prior consent in an emergency.

Record of Disclosure of Protected Health Information

Date	Disclosed to whom Address/phone number	Description of disclosure/purpose	By whom Disclosed