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PATIENT RECORD OF DISCLOSURES

In general, the HIPPA privacy rule gives individuals the right to request a restriction 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's office instead of the person's home.

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

- Home telephone _____
 - may leave detailed information
 - leave call-back # only

- Work telephone _____
 - may leave detailed information
 - leave call-back # only

- Written communication
 - mail to my home address
 - mail to my work address
 - fax to the following # _____

- Other number (cell, etc) _____
 - may leave detailed information
 - leave call-back # only

The Privacy Rule generally requires healthcare providers to take reasonable steps to limit the use or disclosure of, and requests 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 keep records of PHI disclosures. Information provided below will constitute and adequate record. Uses and Disclosures for treatment, payment and healthcare operations may be permitted without prior consent in an emergency.

Record of Disclosures of Protected Health Information

Date # or name sent to purpose of disclosure by whom sent mode sent by
