

## **Authorization for Routine Disclosure/Exchange of Patient Information**

I authorize the following Nationwide Children's Hospital clinic(s)/center(s) to communicate as instructed below, medical, behavioral, and/or school information regarding the patient below.  
*(If a complete copy of medical records is needed, please fill out the MR-9 form.)*

Patient Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ MR# \_\_\_\_\_

Patient/Legal Guardian: \_\_\_\_\_

I understand that completion of this form will help streamline communications by providing Nationwide Children's and the individual designated below permission, in advance, to talk, or send, information; such as: to myself via personal email, school nurses, school staff, psychologists, supporting agencies, or extended family members. I understand that this authorization is only binding in the clinics I specify below. Should I select more than one clinic, I will be responsible for the distribution of this form to the other locations. I also understand that Nationwide Children's staff can only honor this authorization when it is made available to them.

### **Email Acknowledgement:**

You have the option below to select email as a routine method of communication for yourself or a designated agency or entity, or authorized individual.

\*NCH traditionally uses a secure email portal. You have the option of choosing to receive unsecure email communication. However, if you select to not have email sent through NCH's secure portal, you hereby acknowledge and accept the inherent risk associated with an unsecured email transmission, which can place your information at risk of being read or accessed by an unauthorized individual, and you agree that NCH will not be responsible for disclosures that might occur in transit.

**\*PLEASE BE SURE TO INDICATE WHICH NCH CLINIC/DEPARTMENT IS DISCLOSING THE INFORMATION.**

### **AGENCY OR PERSON RECEIVING INFORMATION:**

Name of Agency/Entity or Authorized Individual:
*NCH Clinic/Department Disclosing Information:
Type of Information to be shared/disclosed: <input type="checkbox"/> Medical <input type="checkbox"/> Behavioral <input type="checkbox"/> School
Delivery Method: <input type="checkbox"/> Verbal <input type="checkbox"/> Fax <input type="checkbox"/> Written <input type="checkbox"/> Phone/Leave Voicemail - Yes/No <i>(If a complete copy of medical records is needed, please fill out the MR-9 form.)</i>
<input type="checkbox"/> *Email - Secure: _____
<input type="checkbox"/> *Email - Usecure: _____

**AGENCY OR PERSON RECEIVING INFORMATION:**

Name of Agency/Entity or Authorized Individual:
*NCH Clinic/Department Disclosing Information:
Type of Information to be shared/disclosed: <input type="checkbox"/> Medical <input type="checkbox"/> Behavioral <input type="checkbox"/> School
Delivery Method: <input type="checkbox"/> Verbal <input type="checkbox"/> Fax <input type="checkbox"/> Written <input type="checkbox"/> Phone/Leave Voicemail- Yes/No <i>(If a complete copy of medical records is needed, please fill out the MR-9 form.)</i> <input type="checkbox"/> *Email - Secure: _____ <input type="checkbox"/> *Email - Unsecure: _____

**AGENCY OR PERSON RECEIVING INFORMATION:**

Name of Agency/Entity or Authorized Individual:
*NCH Clinic/Department Disclosing Information:
Type of Information to be shared/disclosed: <input type="checkbox"/> Medical <input type="checkbox"/> Behavioral <input type="checkbox"/> School
Delivery Method: <input type="checkbox"/> Verbal <input type="checkbox"/> Fax <input type="checkbox"/> Written <input type="checkbox"/> Phone/Leave Voicemail- Yes/No <i>(If a complete copy of medical records is needed, please fill out the MR-9 form.)</i> <input type="checkbox"/> *Email - Secure: _____ <input type="checkbox"/> *Email - Unsecure: _____

**Notice of Right to Revoke:** I understand that this document will remain in force until I revoke it in writing, except to the extent that action has been taken by Nationwide Children’s in reliance on this authorization and that treatment will not be conditioned upon signing or revoking this request. I also understand that any information disclosed pursuant to this authorization may be subject to re-disclosure by the recipient.

**Expiration Date:**  No Expiration Date     One year     Other \_\_\_\_\_  
Failure to check one of the expiration boxes permits Nationwide Children’s Hospital to assume that there is no expiration date.

**Please return form to HIM at (614) 355-0888**

_____ Signature of Patient/Legal Guardian	_____ Date/Time
_____ Witness	_____ Date/Time

**For Staff Use Only-** Copy provided to family  Yes     No- Family did not want copy of form