

Fill out the information below and mail to: Mary Washington Hospital Health Information Management Department, 1201B Sam Perry Blvd, Suite 210, Fredericksburg, VA 22401 or fax to: (540) 741-1622

I authorize the following Mary Washington Healthcare Facility(s): _____
 To release the information from the record of: To obtain records from _____ on:
Patient Name: _____ Social Security Number: _____
Date of Birth: _____ Daytime Phone Number: _____
Address: _____

Documentation can be released electronically if stored in an electronic media.

Preferred media: Paper CD Online Record eDelivery email address: _____

Dates of Service: _____ to _____

Information to be Released:

- History & Physical Exam
- Discharge Summary
- Emergency Department Report
- Consultation Report
- Operative Report
- Pathology Report
- Physician Progress Notes
- Laboratory Report
- Radiology/Imaging Report
- EKG Report
- Psychiatric Records*
- HIV Records*
- Drug & Alcohol*
- Complete Chart*
- Advance Directive (any date of service)
- DNR (any date of service)
- Other: _____

***Complete chart requests do not include psychiatric, drug and alcohol or HIV records unless specifically requested on this form.**

Person/Facility to Receive Information: _____

Street: _____ City: _____ State: _____ Zip Code: _____

This information is being disclosed for the following purpose: _____

Authorization to Release Information:

1. I understand that authorizing the disclosure of this health information is voluntary. I can refuse to sign this authorization. I need not sign this form in order to ensure treatment. I understand that I may inspect or copy the information to be used or disclosed, as provided in CFR 164.524. I understand that any disclosure of information carries with it the potential for an unauthorized redisclosure and the information may not be protected by federal confidentiality rules. If I have questions about disclosure of my health information, I can contact the Health Information Management Department at (540) 741-1620.
2. I understand that I have the right to revoke this authorization at any time by notifying the Privacy Officer in writing of my revocation, except where actions have already been taken in reliance upon this authorization. If I do not revoke it earlier, this authorization will expire on the date, event, or condition described as: _____ (if none specified, this authorization will expire 6 months after the date specified below).
3. I understand that I will be given a copy of this authorization form, after signing. I understand that copying charges will be applied at a rate of: the first 50 pages, \$0.50 per page and \$0.25 per page thereafter, and microfilm is \$1.00 per page.

Signature of Patient or Legal Representative: _____ Date: _____

- Parent or Legal Guardian
- Medical Power of Attorney
- Next of Kin Deceased
- Executor of Estate

Department Use Only

MRN _____ ID Verified (Type and ID#) _____

Processed By: _____ Date Processed: _____ Pages Provided: _____



Mary Washington Healthcare
 Mary Washington Hospital
 Stafford Hospital

Patient Identification

Authorization to Release Confidential Medical Information