

**Health Information Services**

**Danbury Hospital**

**24 Hospital Avenue**

**Danbury, CT 06810**

**Phone (203) 739-7218 Fax (203) 749-9000**

**Release of Information Authorization  
To Release Records From Danbury  
or New Milford Hospital**

Photo id required when picking up records

**PATIENT INFORMATION**

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

Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Street \_\_\_\_\_

Town/City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I authorize Danbury/New Milford Hospital to disclose information described below **TO:**

Individual/Institution/MD: \_\_\_\_\_

Individual/Institution/MD Address: \_\_\_\_\_

Individual/Institution/MD Fax #: \_\_\_\_\_

**INFORMATION REQUEST**

**A FEE MAY BE CHARGED FOR THIS SERVICE & PREPAYMENT IS REQUIRED**

Date(s) of Treatment: \_\_\_\_\_

Format:  Paper  CD  Secure Online Portal - Email address required above

Information to be Disclosed & Purpose:  Continuing Care  Other: \_\_\_\_\_

Laboratory/Pathology Reports  Continuing Care Abstract  Radiology Reports

Emergency Room Records  Discharge Summaries  Operative Reports

Drug & Alcohol Abuse Records\*  Mental Health Records\*  HIV-AIDS Records\*

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

**\* If checking the box for Drug & Alcohol Abuse Records, Mental Health Records or HIV/AIDS records, place initials where indicated that you specifically authorize release of these records.**

Other Information: \_\_\_\_\_

Date on which Authorization will expire: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ If blank expiration is 12 months from date of signature

**AUTHORIZATION**

I hereby authorize that the records described above may be released to or received by Danbury/New Milford Hospital. I understand that, if the recipient of the information is not a health care provider or health plan covered by the federal Privacy Rule, the information used or disclosed as described above may be redisclosed by the recipient and is no longer protected by the Privacy Rule. However, other state or federal law may prohibit the recipient from disclosing specially protected information, such as genetic, substance abuse treatment information, HIV/AIDS-related information and psychiatric/mental health information. I have been informed that my refusal to grant consent to release of information relating to psychiatric treatment will not jeopardize my right to obtain present or future psychiatric treatment except where disclosure of the communication and records is necessary for treatment. I understand that I am not required to sign this Authorization as a condition of treatment, payment, enrollment or eligibility for benefits. I understand that I may revoke this authorization in writing at any time, except to the extent that action has already taken in reliance on the authorization. The revocation letter should be sent to Health Information Services Department of Danbury Hospital at the above address. By signing below, I acknowledge that I have read and understand this Authorization form.

**X** \_\_\_\_\_  
Signature of Patient or Authorized Representative

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Authorized Representative (please print name)

\_\_\_\_\_  
Relationship to Patient/Authority to Act on their Behalf

If signed by the Patient's Representative, specify the signer's relationship to the patient and describe relationship to patient and authority to act on their behalf. If the patient is a minor (under 18) or has a legal guardian, in most cases, this authorization must be signed by the patient's parent or legal guardian. If a minor patient is receiving treatment for psychiatric conditions, drug/alcohol abuse, venereal disease or HIV/AIDS, the minor's consent may be required for disclosure of the records. If the Hospital/Provider determines that the minor's consent is necessary to release the requested records, the Hospital will contact the minor to obtain his/her authorization.

## **NOTICE**

### **PROHIBITIONS ON REDISCLOSURE**

#### **Psychiatric Records and Communications**

In the event that the information released constitutes privileged psychiatrist-patient communications:

The confidentiality of this record is required under Chapter 899 of the Connecticut General Statutes. This material shall not be transmitted to anyone without written authorization as provided in the aforementioned statutes.

#### **Drug and Alcohol Abuse Records**

In the event that the information released is protected by the HHS Confidentiality of Alcohol and Drug Abuse Patient Records Regulations:

This information has been disclosed to you from records protected by Federal confidentiality rules (42 CFR Part 2). The Federal rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or as otherwise permitted by 42 CFR Part 2. A general authorization for the release of medical or other information is NOT sufficient for this purpose. The Federal rules restrict any use of the information to criminally investigate or prosecute any alcohol or drug abuse patient.

#### **HIV Related Information**

In the event that information released constitutes confidential HIV related information under Connecticut law:

This information has been disclosed to you from records whose confidentiality is protected by state law. State law prohibits you from making any further disclosure of it without the specific written consent of the person to whom it pertains, or as otherwise permitted by said law. A general authorization for the release of medical or other information is NOT sufficient for this purpose.