



1230 East Main Street  
Mankato, MN 56002-8674  
Phone 507.625.1811

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### Authorization to Release and Disclose Patient Information

MR#: \_\_\_\_\_

<b>Patient</b>	Name: _____		Day Phone# _____
	Address: _____		Other Phone# _____
	City: _____	State: _____	Zip: _____
	Date of Birth: _____		
<b>Health Care Facility / Provider</b>	WHO HAS INFORMATION YOU WOULD LIKE RELEASED?		
	Name: _____		Location: _____
	Address: _____		Fax #: _____
	City: _____		State: _____ Zip: _____
<b>Requestor</b>	TO WHOM SHOULD THE INFORMATION BE RELEASED?		
	Name: <u>Mankato Clinic</u>		Appt. Date: <u>ASAP - Please</u>
	Address: <u>1230 East Main</u>		Fax #: <u>507-385-4180</u>
	City: <u>Mankato</u>		State: <u>MN</u> Zip: <u>56001-8684</u>
<b>Information to be disclosed</b>	MEDICAL RECORD RELEASE: Records concerning: <u>Ongoing authorization - All records from past 3 years seen; Procedure reports for Colonoscopies and Flexible Sigmoidoscopies in the past 10 years</u> <small>Specific Diagnosis or Treatment and Specific Dates of Service</small>		
	<input checked="" type="checkbox"/> Clinic notes / procedures	<input checked="" type="checkbox"/> Hospital notes /procedures	<input type="checkbox"/> HIV/AIDS records
	<input checked="" type="checkbox"/> X-ray reports	<input type="checkbox"/> Financial / Billing	<input checked="" type="checkbox"/> Mental health notes
	<input type="checkbox"/> X-Ray film / CD / other	<input checked="" type="checkbox"/> Echo / EKG reports / CD	
	<input checked="" type="checkbox"/> Lab / Pathology Reports	Communication (check one / both) <input checked="" type="checkbox"/> Verbal <input checked="" type="checkbox"/> Written	
	<input type="checkbox"/> Pathology Slides	<input type="checkbox"/> Other: _____	
<b>Reason for the Release</b>	<input type="checkbox"/> Insurance Change <input type="checkbox"/> Consult/Second Opinion <input type="checkbox"/> Insurance Claim Report <input type="checkbox"/> Personal <input type="checkbox"/> Out of Town Move <input checked="" type="checkbox"/> Continuation of Medical Care <input type="checkbox"/> Legal <input type="checkbox"/> Other (specify): _____		
<b>Revocation</b>	I understand that this authorization will be in effect for 12 months from the date signed unless cancelled by me in writing and that my cancellation will take effect when the provider receives my notice in writing. A photocopy of this authorization will be treated in the same manner as original.		
<b>Authorization</b>	I understand that Mankato Clinic will not condition my treatment on whether I sign this authorization form, except in the following situations: (1) if treatment is related to research (such as a clinical trial), and the information will be disclosed as part of that research; or (2) if the purpose of the treatment is so that information can be disclosed to a third party (such as to an employer for a fitness-for-work examination). I understand that once information is released pursuant to this authorization, Mankato Clinic cannot prevent the re-disclosure of the information to another third party. I understand there may be a charge associated with the Release of Information services rendered.		
	Signature of patient/legal representative* _____		Legal representative's authority to sign _____ Date _____ (parent, guardian, health care power of attorney, etc.)

\* Authorized representative may be required to submit copies of legal documents supporting his/her authority to act on a patient's behalf

COPIES: GIVEN / MAILED / FAXED ON: \_\_\_\_\_ / CALL WHEN READY / PICK UP: \_\_\_\_\_