

## General Authorization for Use or Disclosure of Health Information

Completion of this document authorizes the disclosure and/or use of individually identifiable health information, as set forth below, consistent with State and Federal law concerning the privacy of such information. **Failure to provide all information requested may invalidate this Authorization.**

### USE AND DISCLOSURE OF HEALTH INFORMATION

I authorize the use or disclosure of my health information as follows:

Name of individual: \_\_\_\_\_ Date: \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_

Telephone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ (Optional) Medical Record #: \_\_\_\_\_

**FACILITY/PERSON TO RELEASE INFORMATION (NAME)** St. Mary Mercy Outpatient Psychiatric Services is authorized to make the requested use or disclosure of my Protected Health Information.

Street Address: 2006 Hogback Rd, Ste. 1 City/State/Zip Code: Ann Arbor, MI, 48105

### FACILITY/PERSON TO RECEIVE MY PROTECTED HEALTH INFORMATION:

Name: RECORDS DEPOSITION SERVICE, INC.

Street Address: PO BOX 5054 City/State/Zip Code: SOUTHFIELD, MI, 48086-5054

My health information will be used or disclosed for the following purpose(s): PRE TRIAL DISCOVERY

This Authorization applies to the following information: (CHECK  all that apply)

<b>➔ <input checked="" type="checkbox"/> Mental Health Services:</b> evaluation, clinical assessment, medications, progress, prognosis, discharge info			
The following records or types of health information (if needed, specify date(s) of service):			
<input type="checkbox"/> X-Ray Report	<input type="checkbox"/> Operative Report	<input type="checkbox"/> Laboratory/Pathology Report	<input type="checkbox"/> Emergency Room Report
<input type="checkbox"/> X-Ray Film	<input type="checkbox"/> Nursing Notes	<input type="checkbox"/> Physician Progress Notes	<input type="checkbox"/> Consultation Report
<input type="checkbox"/> History & Physical	<input type="checkbox"/> Multidisciplinary Notes	<input type="checkbox"/> Physical Therapy Notes	<input type="checkbox"/> Discharge Summary
<input type="checkbox"/> Cardiopulmonary/EKG Report		<input type="checkbox"/> Other (please specify):	
<input type="checkbox"/> All billing information pertaining to the following date(s) of service :			

### EXPIRATION

This Authorization expires: \_\_\_\_\_ (if no expiration date or event is listed, this authorization will expire six months after the date of discharge).

**\*The following information may be in the records that I have asked to be disclosed. Saint Joseph Mercy Health System may disclose these specific pieces of information if they are part of the requested records. (Please check  the box next to any information that may be disclosed. If no box is checked, this specific information may not be disclosed.)**

Information about the diagnosis and testing for:

- HIV (Human Immunodeficiency Virus)
- AIDS (Acquired Immunodeficiency Syndrome)
- ARC (Aids Related Complex)

➔  **Information about alcohol and drug treatment**

➔  **Information about mental health services & social services** (including communications made by me to a social worker or mental health professional)

**YOUR RIGHTS**

I understand that I may refuse to sign this Authorization and that my refusal to sign will not affect the use or disclosure of my protected health information for purposes of treatment, payment or health care operations. I may inspect or copy any information used/disclosed under this Authorization. *I understand that if the person or entity that receives the information is not a health care provider or health plan covered by federal privacy regulations, the information described above may be re-disclosed and no longer protected by these regulations. An exception for registered substance abuse and chemical dependency clients apply. See notice below.* I understand that I may revoke this limited Authorization in writing at any time at the address found below, except to the extent that action has been taken in reliance on this Authorization. This Authorization is in effect until revoked by me or until it expires under applicable laws. An exception for registered chemical dependency and substance abuse patients who are involved in the Criminal Justice System when the consent is a condition of parole, probation or release from confinement applies. In these cases this consent may not be revoked at any time unless there has been a formal and effective termination or revocation of such release from confinement, probation or parole.

- If this box is checked, the Requestor will receive payment for the use or disclosure of my information. I understand that the requestor will receive payment, either directly or indirectly as a result of uses and disclosures of my protected health information that I have authorized by signing this Authorization.



\_\_\_\_\_  
Signature of Patient or Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Relationship to the patient (if Personal Representative)

Mail or Fax this form to: St. Mary Mercy Outpatient Psychiatric Services  
2006 Hogback Road, Suite 1, Ann Arbor, MI 48105  
Phone: 734-786-2301 Fax: 734-786-4915

**NOTICE OF FEDERAL AND STATE LAWS FURTHER DISCLOSURE TO THE PERSON OR ORGANIZATION RECEIVING INFORMATION**

"This information may have been disclosed to you from records whose confidentiality is protected by Federal and State Laws. Federal regulations (42 CFR, part 2) and State law (Public Act 258, Chapter 7, section 748) prohibit 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 such regulations. A general authorization for the release of medical or other information is NOT sufficient for this purpose."

**THIS AREA IS ONLY USED BY THE PATIENT TO CANCEL (REVOKE) PREVIOUS AUTHORIZATION**

I HEREBY REVOKE THE AUTHORIZATION MADE ON \_\_\_\_\_ (DATE).

\_\_\_\_\_  
Signature of Patient or Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Relationship to the Patient (if Personal Representative)

Mail revocation to: St. Mary Mercy Outpatient Psychiatric Services, 2006 Hogback Rd., Suite 1, Ann Arbor, MI 48105