



Request for Access to PHI

The undersigned individual hereby requests access to his/her protected health information (PHI) or is the legally authorized representative for the patient, contained in a designated record set, as follows:

Patient Name: _____ Date(s) of Service: _____

Date of Birth: _____ SSN: xxx-xx-_____ Phone Number: _____

The request is to:

Receive a copy of the record or records

Records will be:

Emailed: _____

Mailed: _____

Faxed: _____

Picked Up (Copy of driver’s license required)

*Signature _____

Date _____

***Please have your signature notarized if mailing, faxing or emailing form.**

***If you are signing on behalf of the patient, supporting documentation must be submitted along with the signed form (i.e. power of attorney paperwork, personal representative paperwork, and/or death certificate if applicable.**

On this date, _____, personally appeared _____

Patient or legally authorized representative for _____,

Notary _____, _____ County