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In general, the Health Insurance Portability and Accountability Act (HIPPA) privacy rule gives individuals the right to request a restriction on uses and disclosures of their protected health information (PHI). The individual is also provided the right to request confidential communication or that a communication of PHI is made by alternative means, such as sending correspondence to the individual's office instead of the individual's home.

**I WISH TO BE CONTACTED IN THE FOLLOWING MANNER:
(CHECK ALL THAT APPLY)**

- Home Telephone** _____
O.K. to leave message with detailed information..... YES NO
Leave message with call-back number..... YES NO

- Cell Phone** _____
O.K. to leave message with detailed message..... YES NO
Leave message with call-back only YES NO

- Written Communication** _____
O.K. to mail to my home address..... YES NO
O.K. to mail to my work/office address YES NO
Work address _____

O.K. to fax to this number YES NO

- Work Telephone** _____
O.K. to leave message with detailed information ... YES NO
Leave message with call-back number..... YES NO

- Other** _____
O.K. to give information to _____

The Privacy rule generally requires healthcare providers to take reasonable steps to limit the use or disclosure to and requests for PHI to the minimum necessary to accomplish the intended purpose. These provisions do not apply to uses or disclosure made pursuant to an authorization requested by the individual. Healthcare entities must keep records of PHI disclosures. The information provided on the other side of this document will constitute an adequate record. If requested I (patient) have also received a copy of notice of Privacy Practices.

Patient, parent, or guardian's signature **Date**

Print patient's name

Note: Uses and disclosures for Treatment, Payment or Health Care Operations (TPO) are permitted without prior consent and in all emergencies.