Optum

Colorado Care Delivery Organizations

Optum Care HIPAA authorization to use and disclose protected health information (PHI)

Please note that there may be a charge for providing copies of your medical records as allowed by federal and state law

Optum Care Delivery Organizations (Optum CDOs) cannot disclose PHI without a valid authorization from the patient (or patient's representative) that the information is about. We use this form to obtain your written authorization to disclose your PHI to someone designated by you. This request does not allow your designated person to make any of your treatment decisions or direct care decisions. Use this form to authorize the release of **verbal or written** PHI, to your designated person, named in Section 2 below. When filling out this form, provide your most current information. Failure to fill out this form completely may cause delay in acting on your authorization.

Section 1. Patient information: Please provide current information			
Last name:	First name:	Middle initial:	Date of birth:
Street mailing address:			Apt.#:
City:	State:	ZIP code:	Medical record #:
Phone # with area code:	Email address:		

Section 2. Designated person: Who is receiving your records?			
I authorize Optum Care to disclose my PHI to the person(s) or organization(s) designated below. I understand that there are certain parties that must protect the privacy of my PHI. These are health care providers and other parties who are required to do so under federal or related state laws. If my designated person is not a health care provider or another party required to protect my PHI, my PHI will no longer be protected by HIPAA, and it could be discussed and/or released by them without my permission. Send my medical records to:			
Name: Flying Horse Medical Center		Relationship to patient: Physician	
Street mailing address: 1615 Silversmith Rd			Apt.#:
City: Colorado Springs	State: Colorado	ZIP code: 80921	
Phone # with area code: 719-633-5255		Fax # with area code: 719-488-6753	
Email address: info@fhmedcenter.com			

Section 3. Description of PHI: What types of information do you want Optum Care to release?				
At my request, I authorize the use and/or release of my records as indicated below to the person or entity listed in **Section 2** above. **Check the boxes below to indicate date(s) of service and types of records to be released.**				
☐ Release my records from these date(s) of service: From: _____ to _____				
☐ Release my records from the last _____ years			☐ Specialty diagnostic test results	
☐ Physician notes	☐ Physician's order	☐ Consultation reports	☐ Lab reports	☐ X-ray reports
☐ Immunization records		☐ Billing records	☐ All medical records	
☐ Other (Be specific)				
The following items require special authorization by law. Check the boxes below to indicate your intent to include:				
☐ Alcohol, drug or substance abuse		☐ Genetic information	☐ Reproductive health	☐ HIV/AIDS
☐ Mental or behavioral health		☐ Other		

Section 4. Purpose of disclosure: Check all that apply			
☐ Continuing care	☐ Referral to a specialist		☐ Change of doctor/provider
☐ Insurance	☐ Personal	☐ Work compensation	☐ Disability determination
☐ "At my request"	☐ Legal	☐ Other	

Section 5: Format and delivery method: Send my records to the individual/entity listed in Section 2 above. Check one option below		
☐ Send paper copies by mail	☑ Fax	☐ Secure email (provide email)
☐ Pick up in person	☐ Other (Specify other format and delivery method)	

Section 6. Expiration and revocation:

I understand that this authorization will expire twelve (12) months from the date of my signature as noted below unless I take one of the following two actions or (3) applies. (1) Revoke in writing. To revoke this authorization, I must do so in writing and present my written revocation to my Optum Care provider or by mailing to the address listed in Section 8 of this form. I understand that the revocation will not have an effect on any actions taken prior to the date my revocation is received and processed by my Optum Care provider, (2) Request a different date as noted below. Or (3) I am a resident of a state that requires a shorter timeframe. I wish to request my authorization to expire on the date noted here: Date_____

12 months: MD, MN 24 months: MT, VA, Puerto Rico 30 months: ME

Section 7. Signature:

A. Authorized person designated by member or patient

I have read and understand the above information. I acknowledge that by signing this form, I understand that my decision of whether or not to sign this form will not affect my eligibility for treatment or payment and I am voluntarily authorizing Optum and its affiliates to use and/or disclose my PHI to the person(s) or organizations(s) designated in Section 2 above.

Patient signature: Date:

B. Personal representatives who are legally appointed:

I have read and understand the request and acknowledge that by signing this form I have the legal authority to act on behalf of the patient, and am attaching the appropriate legal documentation to this request:

Signature of personal representative: Date:

Section 8. Return the completed form to:

Mailing address:	**Fax:**
Optum Health Information Management 1707 Cole Blvd., Suite 100 Golden, CO 80401	(479) 582-4934

Office use only

Date received: ____/____/_____ Received by (Print name/initial):_____

Site ID/Ticket: _____ _____ ☐ Faxed ☐ Mailed ☐ Emailed

Date completed: ____/____/_____ ☐ Picked up ☐ Other (e.g., patient portal) _____

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