

**MEDICAL RECORDS RELEASE FORM**

*(Office use only)*

**AUTHORIZATION TO DISCLOSE PROTECTED HEALTH INFORMATION (PHI) & MEDICAL RECORDS**

(Please print clearly)

Patient Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone#: \_\_\_\_\_

**Please send the above-mentioned records to:**

**You can now view, share, and download your images through Connect. To enroll, please provide an email address.**

- Connect: Email address: \_\_\_\_\_
- Myself, at the address listed above. *(For different address please fill out below).*
- I would like to request one complimentary CD. *(Please note, any additional CD will come at a cost of \$25.00 per CD)*
- Additional Physician/Organization listed below. *(Your referring physician will automatically receive a copy of your results)*

**Name/Organization:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Name/Organization:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**I hereby authorize Weill Cornell Imaging at NewYork-Presbyterian to release the following Protected Health Information (PHI)\* from my medical records in the event that a health care provider that the referring physician or I have requested, or I, should make a records request in the future up to one (1) year from the Date of Service.**

\*PHI: Protected Health Information is any information pertaining to health status, provision of health care, or payment for health care that can be linked to a specific individual. This may include any part of a patient's medical record or payment history.

**By signing this document, I understand that:**

1. I may inspect or receive a copy of the Protected Health Information described by this Authorization.
2. This Authorization is voluntary and I have the right to refuse to sign it.
3. I may revoke this Authorization at any time by providing a written notice of revocation as specified by the Notice of Privacy Practice. Such revocation would not affect any action taken by WCINYP in reliance to this Authorization before receipt of my written revocation.
4. This Authorization will expire on \_\_\_\_/\_\_\_\_/\_\_\_\_ (fill-in if less than 1 year) or 1 year after being signed.

X \_\_\_\_\_  
Signature of Patient or Personal Representative      Print name if representative      Relationship to patient      Date

**OFFICE USE ONLY:**  
Request Filled by:  
Name (Print): \_\_\_\_\_  
CWID: \_\_\_\_\_ Date: \_\_\_\_\_