

PBS HIPAA PRIVACY POLICIES AND PROCEDURES



**AUTHORIZATION FOR DISCLOSURE OF PROTECTED HEALTH INFORMATION**

1. Individual Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Run Report Number: \_\_\_\_\_

**2. By signing this Authorization, I hereby authorize Superior to disclose my health information to the following recipient (insert name of recipient):**

\_\_\_\_\_

**3. Information to be disclosed:**

- |  |  |
|--|--|
| <input type="checkbox"/> Demographic                                   | <input type="checkbox"/> Call take records |
| <input type="checkbox"/> Claims  | <input type="checkbox"/> Run reports       |
| <input type="checkbox"/> Physician certification statements            | <input type="checkbox"/> Dispatch records  |
| <input type="checkbox"/> Other (specify): _____                        |  |
| <input type="checkbox"/> Entire Record (specific justification): _____ |  |

The following sensitive information **WILL BE DISCLOSED** unless checked below:

- |  |   |
|--|---|
| <input type="checkbox"/> Alcohol/drug abuse treatment                        | <input type="checkbox"/> Mental health              |
| <input type="checkbox"/> HIV test results and related treatment              | <input type="checkbox"/> Developmental disabilities |
| <input type="checkbox"/> Sexually transmitted or other communicable diseases | <input type="checkbox"/> Genetic                    |
| <input type="checkbox"/> Pregnancy or birth control                          | <input type="checkbox"/> Sexual assault/abuse       |

**4. Date(s) of information to be disclosed:** From: \_\_\_/\_\_\_/\_\_\_ To: \_\_\_/\_\_\_/\_\_\_ If left blank, only information from approximately the past two (2) years will be disclosed.

**5. The purpose of this disclosure is:**

- Continuing care     Litigation/legal     Insurance eligibility/benefits
- Other (please specify): \_\_\_\_\_

**6. Your Rights With Respect to this Authorization:**

- I understand that I have the right to inspect and copy the information that is to be disclosed as part of this Authorization.
- I understand that information used or disclosed pursuant to this Authorization may be subject to redisclosure by the recipient and no longer subject to privacy protections provided by law.

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- I understand that this Authorization will not affect any uses or disclosures that do not require my written authorization.
- I understand that I have the right to revoke this Authorization at any time. I understand that the revocation will not apply to information that has already been released in response to this Authorization or to the extent that other action has been taken in reliance upon my Authorization. To revoke this Authorization, I understand that I must do so by written request to Superior's HIPAA Privacy Officer:

HIP AA Privacy Officer  
Paramedic Billing Services  
395 W. Lake St.  
Elmhurst, IL 60126  
hipaamail@superiorambulance.com

- I understand that this Authorization is voluntary. I understand that Superior may not condition treatment, payment, enrollment or eligibility for benefits upon execution of this Authorization unless the services are being provided solely for the purpose of disclosing the information to a third party.
- Unless another expiration date, event, or condition is specified, this Authorization will expire in one (1) year.

*Fill out if desired expiration is less than a year from signature date:* This authorization expires on: \_\_\_\_\_ (date, event, or condition).

- I understand that Superior/PBS incurs costs when disclosing information, such as labor, supplies, and postage, and that I may be charged a reasonable, cost-based fee where permitted by law.
- I understand that if I agree to sign this Authorization, which I am not required to do, I must be provided with a signed copy of the Authorization.

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By signing this Authorization, I am authorizing the release of all records applicable to this request as outlined above. (E-Sign not accepted).

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

If signed by a Legal Representative, complete the following:

1. The Individual is:  a minor  legally incompetent or incapacitated  deceased
2. Legal authority:  parent\*  legal guardian  next of kin/executor of deceased  activated POA for Health care

\*By signing above, I hereby declare that I have not been denied physical placement of this child nor have my parental rights been terminated by court order.

## Return Instructions:

Scan the QR code on the bottom of this document and select your "Reason for Contact" as Records and Legal Requests and follow the subsequent questions to ensure your request is properly received and processed.

