



REQUEST FOR ACCOUNTING OF DISCLOSURES OF PHI

PATIENT INFORMATION

Name: _____ Date of Birth: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone #: _____ Email: _____

ACCOUNTING REQUEST

Date(s) of service: _____ All dates of service

AUTHORIZATION

By signing below, I understand that:

- This accounting for disclosures will include all disclosures of protected health information (PHI) *except* for disclosures made:
 - for treatment, payment, or health care operations
 - pursuant to my written authorization
 - to myself and/or my authorized representative
 - more than six (6) years prior to the date of this request
- The requested accounting of disclosures will be provided to me within 60 days of this request.
- I may be charged for this information if I have previously requested an accounting of disclosures within the last twelve (12) months.

Signature of Patient or Representative*: _____ Date: _____

Name of Representative: _____ Relationship to Patient: _____

**** If not signed by the patient or parent of a minor child, authorizing documentation is required.
(e.g. Power of Attorney or Legal Guardianship)***