

**New Patient Information Form** (8.2018)

**Today's Date:** \_\_\_/\_\_\_/\_\_\_

**Patient Legal Last Name:** \_\_\_\_\_

**Patient Middle Initial:** \_\_\_\_\_

**Patient Legal First Name:** \_\_\_\_\_

**Patient Preferred Name:**     Same as Legal Name     Different- **Preferred Name:** \_\_\_\_\_

**Patient's Pronoun/s:**    He/him     She/her     They/them     Other: \_\_\_\_\_

**Patient Date of Birth:** \_\_\_/\_\_\_/\_\_\_    **Patient Social Security Number:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**What is your PRIMARY ADDRESS:**                      **Street:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**What is your PRIMARY PHONE #:** \_\_\_\_\_    **Type of PRIMARY phone?**    Home    Cell    Work

**What is your ALTERNATE PHONE #:** \_\_\_\_\_    **Type of ALTERNATE phone?**    Home    Cell    Work

**What is your email address:** \_\_\_\_\_

**Patient's Sex for/with Health Insurance:**    Female     Male     Unknown/Other

**Patient's Sex assigned at birth:**    Female     Male     Intersex     Unknown/Other

**Patient's Sexual orientation (SO/GI):**    Lesbian/Gay/Homosexual     Straight/Heterosexual     Bisexual

Don't know     Choose not to disclose     Other: specify \_\_\_\_\_

**Patient Gender:**    Female     Male     Transgender FTM (Female to Male)     Transgender MTF (Male to Female)

Non-Binary Gender     Choose not to disclose     Other Gender Identify: \_\_\_\_\_

**EMERGENCY Contact Name:** \_\_\_\_\_    **ER Contact Phone #** \_\_\_\_\_

**ER Contact Address:** \_\_\_\_\_

**Relationship to Emergency Contact(e.g. mom, spouse, etc.):** \_\_\_\_\_

**Patient's Marital Status:**    Divorced     Married     Partnered     Single     Unknown     Widowed     Separated

**Language Translation: Does the patient require a translator and/or translated written materials?**

No, I am proficient in English                       Yes, if yes, in what language: \_\_\_\_\_

**Patient's Race:**             American Indian or Alaska Native                       Black or African American

White     Other     Decline to Specify

Asian (check ALL that apply)    Indian     Chinese     Filipino     Japanese     Korean     Vietnamese     Other

Native Hawaiian/Pacific Islander (check ALL that apply)    Hawaiian     Guamanian or Chamorro     Samoan     Other

**Patient's Ethnicity:**                       Not Hispanic or Latino                       Decline to Specify

Hispanic or Latino (check ALL that apply)     Mexican/Chicano/a    Puerto Rican     Cuban     Other

**Patient's Housing Status:** (check one)     Stable/Permanent     Temporary     Unstable     Homeless

**OTHER** (check ALL that apply)

Patient is a **Veteran**                       Patient is a **Migrant Worker**                       Patient is a **Seasonal Worker**

**MEDICAL INSURANCE**

**Does the patient have Primary Insurance coverage?**

No- NO Primary Insurance

Yes- Primary Insurance is



Primary Insurance Name: \_\_\_\_\_  
Primary Insurance Number: \_\_\_\_\_

**Does the patient have Secondary Insurance coverage?**

No- NO Secondary Insurance

Yes- Secondary Insurance is



Secondary Insurance Name: \_\_\_\_\_  
Secondary Insurance Number: \_\_\_\_\_

**PHARMACY**

**Patient's Pharmacy Name:** \_\_\_\_\_ **Pharmacy #:** \_\_\_\_\_

**Pharmacy Address:** \_\_\_\_\_

**INCOME**

What is your **SOURCE** of household income? (check ALL that apply)                       **N/A NO INCOME**

Salary/Wages/Employment

Alimony

Private Disability

CASH ASSISTANCE from Public Asst/Welfare

Other SOURCE of INCOME: \_\_\_\_\_

Social Security (SSI/SSD/SSA-Retirement )

Child Support

Pension

Private Retirement

What is your **AMOUNT** of household income per **YEAR** ? \_\_\_\_\_ per **MONTH**? \_\_\_\_\_

What is your **SIZE** of household (NUMBER OF PEOPLE)? \_\_\_\_\_

**Do you have proof of income with you today?**

Yes- (if yes HAND IN PROOF OF INCOME with this form)     No (COMPLETE NEXT QUESTION)

**If you do NOT have Proof of Income, Why?**     Forgot to bring     Lost/Do not Have     Income is \$0

Refused (Refusal may result in ineligibility for discounts and benefits)     Other: \_\_\_\_\_

*I certify that the above household and income information is true and correct to the best of my knowledge.*

**Patient/ Patient's Guardian's Signature:** \_\_\_\_\_

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

**CASE MANAGEMENT**

Does the patient have a Case Manager?                       No     Yes (If yes, complete information below)

**Case Manager Name:** \_\_\_\_\_ **Case Manager Phone #** \_\_\_\_\_

**Case Manager Agency/ Organization:** \_\_\_\_\_



## Patient Communication Consent Form

Patient Legal Name: \_\_\_\_\_

Patient DOB: \_\_\_\_\_

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

**EMAIL, VOICEMAIL, and TEXT MESSAGE COMMUNICATION VIA THE INTERNET**

**EMAIL, VOICEMAIL, and TEXT MESSAGE COMMUNICATION VIA THE INTERNET DISCLAIMER:** This form is used to obtain your consent to communicate with you by Email, Voicemail, or Text Messaging (also called Short Message Service/SMS), transmitted through the internet and regarding your protected health information (PHI), or the protected health information of the patient you are legally authorized to represent (e.g. your child, someone for whom you are a legal guardian, etc.). Philadelphia FIGHT Community Health Centers offer patients and their legal representatives/guardians the opportunity to communicate by E-mail, Voicemail, and Text Messaging which is transmitted via the internet. Information transmitted through the internet has a number of risks that patients and their legal representatives/guardians should consider before granting consent to use E-mail, Voicemail, or Text sent through the internet for these purposes. Philadelphia FIGHT Community Health Centers will use reasonable means to protect the security and confidentiality of E-mail, Voicemail, and Text information sent and received. However, Philadelphia FIGHT Community Health Centers cannot guarantee the security and confidentiality of E-mail, Voicemail, and Text communication and will not be liable for inadvertent disclosure of confidential information to a third party.

**Can we EMAIL you via the internet, including email messages that may contain your or the patient’s Protected Health Information, at the email address or addresses you provide to us?**

**SELECT ONE** →  NO  YES

**Can we send you VOICEMAIL messages via the internet, including voicemail messages that may contain your or the patient’s Protected Health Information, at the phone number or numbers you provide to us?**

**SELECT ONE** →  NO  YES – If yes, what is the preferred phone number for VOICEMAIL(\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

**Can we TEXT you via the internet, including text messages that may contain your or the patient’s Protected Health Information, at the phone number or numbers you provide to us?**

**SELECT ONE** →  NO  YES– If yes, what is the preferred phone number for TEXT(\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

What is your language preference for messages? **SELECT ONE** →  English  Spanish

**In addition it individualized messages from your medical provider or other members of your care team at FIGHT, you can also chose to receive AUTOMATED REMINDERS. Would you like to: receive automated reminders about:**

**CHECK ALL THAT APPLY**  Appointments  Lab Results  Health Maintenance  
 Prescription Confirmations  General Notifications (such as weather closings)

**PATIENT ACKNOWLEDGEMENT AND AGREEMENT:** I acknowledge that I have read and fully understand the Email, Voicemail, and Text Message via the internet Disclaimer, above. I understand the risks associated with communication of E-mail, Voicemail, and Text via the internet between Philadelphia FIGHT Community Health Centers and myself, and/or those I represent. I consent to the conditions outlined above. I agree and consent that Philadelphia FIGHT Community Health Centers may communicate with me regarding my protected health information, or that of the patient I represent, by E-mail, voicemail, or text sent via the internet. I understand that I have the right to revoke this consent, at any time, by sending written notification to Philadelphia FIGHT Privacy Officer, 1233 Locust St. 5<sup>th</sup> FL., Philadelphia PA, 19107.

**Patient or Legally Authorized Representative Signature:**

Signature:	Date:
Print Name:	
If a Legally Authorized Representative signed this form, describe the relationship: (e.g. parent, legal guardian, Power of Attoney, etc.)	



Authorization to Release of Protected Health Information By Patient or Legally  
Authorized Representative to Patient's  
**EMERGENCY CONTACT/PRIMARY SUPPORT PERSON**

A health record is private and contains information known under the law as "Protected Health Information(PHI). By completing and signing this form, I, or the person I am legally authorized to represent, agree to allow Philadelphia FIGHT Community Health Centers to share my or the patient's PHI with the people or entities listed below. I agree that by Philadelphia FIGHT Community Health Centers, I mean all employees, staff, students and other FIGHT personnel who have access to any health information, about me or the patient I represent, received or created in the provision of health care. Additionally I understand that Philadelphia FIGHT Community Health Centers, includes, but is not limited to: the Jonathan Lax Treatment Center, John Bell Health Center, Y-HEP Health Center, Pediatric Health Center, Clinica Bienstar, Broad Street Ministry Health Center, or a Philadelphia FIGHT HIV and/or Hepatitis C testing, the Diana Baldwin Clinic, Tree IOP and Dental Services.

**1. Patient Information**

Patient First Name:	Patient Last Name:	Middle Initial:	Patient Date of Birth: / /
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**2. Philadelphia FIGHT Community Health Centers can share my or patient's PHI with the following people or entities**

Primary Support Person or Emergency Contact Name:	Support/ER Contact Phone Number: ( ) -
Person Support Person or Emergency Contact Address:	Support/ER Relationship (e.g. mom, spouse, etc.)

**3. Information to be released by Philadelphia FIGHT Community Health Centers**

**Information to be released:** Any and all Protected Health Information, including but not limited to, Treatment, Diagnoses, Medications, Labs, Hospitalizations, Appointments and Adherence.

**This Protected Health Information is to be released for the following purposes:** Coordination of care with patient's primary support person/ emergency contact related to patient's medical treatment and engagement in medical care, BOTH in emergency and NON-EMERGENCY situations.

**I understand that information related to the following may only be released if I specifically order its release.**  
(Check all that apply, to agree to release information related to HIV, Substance Abuse, and/or psychotherapy notes)

- I agree to release information related to HIV.
- I agree to release information related to Substance.
- I agree to release information related to Mental Health Treatment.

**4. This authorization shall be in force and effect for 5 (five) years from the date of signature at which point this authorization expires.**

**5. By signing below I understand and agree:**

That Philadelphia FIGHT Community Health Centers may release my or the patient's PHI within the terms outlined above. That I have been given the opportunity to review Philadelphia FIGHT's Notice of Privacy Practices. I understand that I have the right to revoke this authorization, at any time, by sending written notification to 1233 Locust St. 5th Floor, Philadelphia PA 19107. I understand that a revocation is not effective to the extent that Philadelphia FIGHT Community Health Centers has relied on my authorization to disclose protected health information. I understand that information used or disclosed pursuant to this authorization may be subject to redisclosure by the recipient and may no longer be protected by Federal or state law. I understand that HIV related information is protected by Pennsylvania law (see notice below). I understand that I have the right to receive a signed copy of this authorization. I understand that I have the right refuse to sign this authorization and that my refusal will not affect my right to treatment.

**6. Patient or Legally Authorized Representative Signature:**

Signature:	Date: / /
Print Name:	Phone Number: ( ) -
If a Legally Authorized Representative signed this form, describe the relationship: (e.g. parent, legal guardian, Power of Attorney, etc.)	
If this request is being signed by a patient's Legally Authorized Representative, you must provide legal documentation authorizing you to act on the patient's behalf.	

**Notice:** This information has been disclosed to you from records protected by Pennsylvania Law. Pennsylvania law prohibits you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or is authorized by the Confidentiality of HIV-related Information Act. A general authorization for the release of medical or other information is not sufficient for this purpose.

# Philadelphia FIGHT Community Health Centers

Revision 03/2018; Board Approved 03/28/2018

## CONSENT FOR TREATMENT AND RELEASE OF HEALTH INFORMATION

NAME OF PATIENT: \_\_\_\_\_ Date: \_\_\_\_\_

Patient's Date of Birth: \_\_\_\_\_

### FOR LEGALLY AUTHORIZED REPRESENTATIVES WHO ARE COMPLETING THIS CONSENT ON BEHALF OF A PATIENT:

Name of Legally Authorized Representative: \_\_\_\_\_

Legally Authorized Representative's Relationship to Patient: \_\_\_\_\_

(e.g. Parent, Legal Guardian)

- 1. CONSENT FOR TREATMENT:** I, as the patient or patient's legally authorized representative, hereby consent to the performance of such diagnostic procedures and/or medical treatment, including the administration of blood products, as deemed necessary or advisable by the physician/s and/or health care provider/s at the Jonathan Lax Treatment Center, John Bell Health Center, Y-HEP Health Center, Pediatric and Adolescent Health Center, Clinica Bienstar, Broad Street Ministry Health Center and /or Philadelphia FIGHT Dental Services (all entities referred to collectively as the Philadelphia FIGHT Community Health Centers). I hereby consent to the performance of all nursing and technical procedures and tests as directed by these physician/s and/or health care provider/s.
- 2. COMPLIANCE WITH RULES AND REGULATIONS:** In consideration of treatment, I agree to abide by the rules of the Philadelphia FIGHT Community Health Centers.
- 3. ASSIGNMENT OF BENEFITS:** As the patient or patient's legally authorized representative, I hereby make the assignment of benefits as set forth below:

**MEDICARE AND/OR MEDICAID:** I authorize any holder of medical, dental or other protected health information about me, the patient, or about the patient that I am legally authorized to represent, to release this information to Medicare and/or Medicaid. This information is disclosed for the purpose of billing and obtaining payment for care and for obtaining authorization for necessary treatment. I hereby authorize direct payment to Philadelphia FIGHT for medical, dental and/or surgical benefits from Medicare and/or Medicaid. I also permit a copy of this authorization to be used in place of the original.

**GENERAL AUTHORIZATION:** I authorize any holder of medical, dental or other protected health information about me, the patient, or about the patient that I am legally authorized to represent, to release this information to any another medical practice or medical provider involved in my, or the patient's care. This information is disclosed for the purpose of billing and obtaining payment for care, for obtaining authorization for necessary treatment and for coordination of care.

I authorize any holder of medical and/or dental information or other protected health information about me, the patient, or about the patient that I am legally authorized represent, to release this information to my or the patient's insurance company, the intermediaries or carriers, and/or to my or the patient's attorney. This information is disclosed for the purpose of billing and obtaining payment for care. I hereby authorize direct payment to Philadelphia FIGHT for medical, dental and/or surgical benefits from my or the patient's private insurance company or other health plans. I also permit a copy of this authorization to be used in place of the original.

- 4. IMMUNIZATION INFORMATION SYSTEM:** I authorize the physician/s and/or health care provider/s and/or public health agency to collect and enter my immunization records, or the immunization records of the patient I am legally authorized to represent, into the Department of Health and Human Services' Immunization Information System (IIS). The IIS is a confidential, computer system that contains immunization records. I understand that information in the registry may be released to a public health agency as well as all my or the patient's health care providers to assist in medical care and treatment. In addition, information may be released to other facilities at which I, or the patient, am enrolled as a patient to comply with state immunization requirements.
- 5. PHARMACY BENEFITS STATEMENT:** A "Pharmacy Benefits Statement" (PBM) is a statement that shows all medications that have been processed through an insurance company for any period of time regardless of the prescriber. I authorize Philadelphia FIGHT to view my PBM, or the PBM of the patient I am legally authorized to represent, download my or the patient's PBM, and make it an ongoing part of my or the patient's electronic medical records.

NAME OF PATIENT: \_\_\_\_\_

Patient's Date of Birth: \_\_\_\_\_

- 6. **CLINICAL TRIALS ELIGIBILITY SCREENING:** Philadelphia FIGHT conducts clinical trials of new and potential treatments for different disease states. Additionally, FIGHT studies various factors related to these disease states such as prevention of diseases and treatment adherence. The purpose of this research is the overall goal of improving health outcomes. I authorize Philadelphia FIGHT health care provider/s and/or Philadelphia FIGHT research staff to review my medical/dental chart, or the medical/dental chart of the patient I am legally authorized to represent, and contact me if a clinical trial is appropriate for or the patient. This is not authorization to enroll myself or the patient in any trial and I understand that I or the patient is not obligated to participate in any research.
- 7. **FINANCIAL ASSISTANCE/SLIDING FEE PROGRAM:** I understand that if I, as the patient, am uninsured or underinsured, or the patient I legally represent is uninsured or underinsured, financial assistance may be available. If I need assistance I can contact the Health Centers' benefits coordinators or medical case managers for further information about financial assistance for uninsured or underinsured patients. I understand that I will need to provide timely information to verify my or the patient's eligibility for sliding fee/financial assistance. I understand that my or the patient's application for financial assistance/sliding fee expires one year from the date of the original application and to continue receiving financial support I must reapply if the application has expired.
- 8. **FAMILY PLANNING:** Receipt of family planning services is not a prerequisite to receipt of any other services offered at this health center.
- 9. **NOTICE OF PRIVACY PRACTICES AND GRIEVANCE PROCEDURES:** (PLEASE INITIAL)

\_\_\_\_\_ **Acknowledgment:** I acknowledge that I have been given and received a copy of the Philadelphia FIGHT  
INITIALS Notice of Privacy Practices and Grievance Procedures. I have been given the opportunity to review  
both documents and agree to their contents.

If I have a concern about Philadelphia FIGHT Notice of Privacy Practices and Grievance Procedures, I may contact Mimi McNichol, by phone: (215) 985-4448 ext. 223, by email: [mcnichol@fight.org](mailto:mcnichol@fight.org), or by mail: 1233 Locust Street, 5<sup>th</sup> floor, Philadelphia, PA, 19107.

**Initial the appropriate line below if YOU are below the age of 18 years old and consenting for yourself**

- \_\_\_\_\_ I am seeking treatment for sexual and reproductive health services (except abortion)
- \_\_\_\_\_ I am seeking treatment for substance abuse
- \_\_\_\_\_ I am seeking treatment for mental health
- \_\_\_\_\_ I am seeking treatment, and disclosure of treatment to my guardian/s would subject me to abuse or neglect
- \_\_\_\_\_ I am seeking treatment and I am a high school graduate
- \_\_\_\_\_ I am seeking treatment and I am married or I was previously married
- \_\_\_\_\_ I am seeking treatment and I am pregnant or I was previously pregnant (regardless of whether or not the pregnancy resulted in the birth of a child)
- \_\_\_\_\_ I am seeking treatment and I am emancipated (meaning you are legally emancipation or you, as a minor, have left your parent/guardians household by agreement or demand)

**BY MY SIGNATURE, I CERTIFY THAT I AM THE PATIENT OR LEGALLY AUTHORIZED TO ACT FOR THE PATIENT, HAVE READ PARAGRAPHS 1-9 OF THIS DOCUMENT, UNDERSTAND ITS CONTENT, AND AGREE TO ITS TERMS. I UNDERSTAND THIS AUTHORIZATION WILL REMAIN IN EFFECT UNTIL REVOKED BY ME IN WRITING.**

PRINTED NAME of Patient or Legally Authorized Person: \_\_\_\_\_

Signature of Patient or Legally Authorized Person \_\_\_\_\_ Date: \_\_\_\_\_

**TO PHILADELPHIA FIGHT STAFF: ALL HIV-RELATED INFORMATION FOUND IN PATIENT RECORDS IS PROTECTED BY PENNSYLVANIA'S CONFIDENTIALITY OF HIV-RELATED INFORMATION ACT, KNOWN AS ACT 148. YOU ARE PROHIBITED FROM DISCLOSING THIS INFORMATION WITHOUT THE WRITTEN CONSENT OF THE PERSON TO WHOM IT PERTAINS, UNLESS OTHERWISE PERMITTED BY LAW. A GENERAL AUTHORIZATION FOR THE RELEASE OF MEDICAL OR OTHER INFORMATION IS NOT SUFFICIENT FOR THIS PURPOSE.**

## Patient's Bill of Rights and Responsibilities

### Philadelphia FIGHT

**Parents and Legal Guardians/Representatives:** When used in this document the word “you” or “your” in this notice, means any person about whom we have any medical information that we received or created in our capacity as a health care provider. If any such person is a minor or has a legal guardian or other personal representative, then, as to those persons, this notice is directed to the minor’s parent, or to the legal guardian, or other personal representative, but “you” and “your” refer to the minor or person who is unable to consent for themselves.

Philadelphia FIGHT is committed to empowering clients and patients to make healthy choices. In order to maintain a safe space for the Philadelphia FIGHT community and staff we expect everyone to uphold the following rights and responsibilities:

#### RIGHTS

##### **As a patient of Philadelphia FIGHT:**

- You have the right to be treated with dignity and respect.
- You have the right to appropriate medical, nursing and case management services, without discrimination based upon your race, ethnicity, beliefs, gender identity or expression, sexual orientation, socio-economic status, and/or disability.
- You have the right to a non-judgmental and safe place free from drugs, violence, sexual harassment and weapons.
- You have the right to be an informed participant in decisions relating to your medical care.
- You have the right to say yes to treatment. You also have the right to say no or refuse treatment.
- You have the right to request to work with another staff member, or terminate your involvement with the Philadelphia FIGHT at any time.
- You have the right to have your records and confidentiality protected from disclosure within the law.
- You have the right to review your records with your nurse, medical provider, or case manager and get copies when needed.
- You have the right to speak with a supervisor about any questions, problems or concerns regarding your services (please refer to Philadelphia FIGHT grievance procedure).

#### RESPONSIBILITIES

##### **As a patient of Philadelphia FIGHT:**

- You have the responsibility to treat EVERYONE (other clients, staff, etc.) with dignity and respect.
- You have the responsibility to respect the confidentiality of ALL other clients.
- You have the responsibility to maintain a non-judgmental and safe space for yourself and others free from drugs, violence, sexual harassment and weapons.
- You are responsible for your actions if you refuse treatment or do not follow your treatment plan proposed by your medical provider or case manager.
- You have the responsibility to provide accurate and complete information relevant to the services being provided to you.
- You have the responsibility to inform us of any address or telephone changes, hospitalizations, or other significant changes and to initiate regular contact with us if you are unable to be reached by phone. We may have medical or case management information for you that needs to be acted upon in a timely manner.
- You have the responsibility to schedule appointment times in advance and attend those appointments on time.

Failure to meet these expectations will result in denial and possible termination of services at Philadelphia FIGHT

**Patient Name:** \_\_\_\_\_ **Patient Date of Birth:** \_\_\_\_\_  
(Printed Name)

**IF APPLICABLE: Name of Parent/Legal Guardian:** \_\_\_\_\_  
(Printed Name)

**Patient or Parent/Legal Guardian Signature:** \_\_\_\_\_

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



### Authorization for Designated Agents

This form is for a Parent/Legal Guardian of children/minors (who cannot consent to their own medical care). By completing this form a Parent/Legal Guardian can designate individuals to accompany their child or children for medical services when the Parent/Legal Guardian is unable to do so.

**The child/children, for whom I authorize the following agent/s, are:**

(Please list the Name and Date of Birth for each Child/Minor that you wish to designate an agent/s for)

- 1. Name of Child/Minor/Patient: \_\_\_\_\_ Date of Birth \_\_\_\_\_
- 2. Name of Child/Minor/Patient: \_\_\_\_\_ Date of Birth \_\_\_\_\_
- 3. Name of Child/Minor/Patient: \_\_\_\_\_ Date of Birth \_\_\_\_\_
- 4. Name of Child/Minor/Patient: \_\_\_\_\_ Date of Birth \_\_\_\_\_

(If more than 4 children please request an additional form)

**I hereby give permission to the following person/s to bring the child/minor patient into Philadelphia FIGHT Health Centers for medical care and to receive confidential medical information about the patient.**

(Please list the individual/s you wish to designate as authorized agent/s (MUST BE 18 OR OLDER) to bring child/children in for care)

- 1. \_\_\_\_\_  
Designated Agent Name                      Agent Date of Birth                      Agent Phone Number                      Agent Relationship to Child/Children
- 2. \_\_\_\_\_  
Designated Agent Name                      Agent Date of Birth                      Agent Phone Number                      Agent Relationship to Child/Children
- 3. \_\_\_\_\_  
Designated Agent Name                      Agent Date of Birth                      Agent Phone Number                      Agent Relationship to Child/Children

I, \_\_\_\_\_, give the above person/s permission to bring my child/children  
(Printed Name of Parent/Legal Guardian)

to Philadelphia FIGHT Community Health Centers to receive medical treatment and to make medical decisions on behalf of my child/children as well as to receive confidential medical information about my child/children. I understand and agree that:

- Confidential medical information includes all information contained in my child/children’s medical record and any and all information that relates to my child/children’s current or future medical treatment including but not limited to insurance records regarding any such services.
- Any person I designate as an authorized agent will also be designated and authorized as an alternate emergency contact for my child/children.
- Individual/s or person/s I have authorized as designated agent/s for my child/children must bring government issued photo identification with them, when accompanying my child/children for medical care
- This authorization will remain in effect until changed by the parent/legal guardian signed below
- This form will be scanned into my child/children’s medical record.
- I understand that I have the right to revoke this authorization, at any time, by sending written notification to: Philadelphia FIGHT Privacy Officer, 1233 Locust St. 5<sup>th</sup> FL., Philadelphia PA, 19107 OR by requesting a copy of this form from the PFCHC clinic where I receive services, completing the “Revocation” section at the bottom of this form, and returning to that PFCHC clinic.

By signing I affirm that I have reviewed, understand, and agree to the authorizations and terms listed above.

PRINTED Parent/Legal Guardian Name: \_\_\_\_\_

Parent/Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**AUTHORIZATION REVOCATION**

I, \_\_\_\_\_ hereby revoke the above authorization. This revocation is effective upon my signature and (Printed Name of Authorization Signatory) receipt of this revocation by Philadelphia FIGHT Community Health Centers.

PRINTED Parent/Legal Guardian Name: \_\_\_\_\_

Parent/Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_





1207 Chestnut Street, 5<sup>th</sup> Floor, Philadelphia, PA 19107 Phone: (215) 525-8600 Fax: (215) 564-0484

**AUTHORIZATION FOR RELEASE OF PROTECTED HEALTH INFORMATION**

Client Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_ SSN \_\_\_\_\_

Authorization is given to Philadelphia FIGHT Community Health Centers Pediatrics, 1207 Chestnut Street 5<sup>th</sup> Floor, Philadelphia PA 19107, to  release to  receive from  release to/obtain from

\_\_\_\_\_  
*Name of Organization* *Address*

\_\_\_\_\_  
*Phone* *Fax* *Contact Name*

Information to be disclosed:  Educational records (i.e. IEP, disciplinary record, evaluation report)  Medical Summary  
 Complete Medical Record  Last 3 Visits  Growth Chart  Dental Summary  Discharge Summary  
 Vaccination Records  Other \_\_\_\_\_

This protected health information is disclosed for the following purposes:  Continuity of Care  
 Verbal Communication  Referral  Other \_\_\_\_\_

I understand that information related to the following may only be released if I specifically order its release.

- **I agree** \_\_\_\_\_ to release information **related to HIV.**
- **I agree** \_\_\_\_\_ to release information **related to substance abuse.**
- **I agree** \_\_\_\_\_ to release information **related to Psychotherapy notes.**

This authorization shall be in force and effect until \_\_\_\_\_ at which time this authorization expires.

- I have been given the opportunity to review Philadelphia FIGHT’s Notice of Privacy Practices. I understand that I have the right to revoke this authorization by sending written notification to 1233 Locust St. 5<sup>th</sup> Floor, Philadelphia PA 19107. I understand that a revocation is not effective to the extent that the Pediatric Center has relied on my authorization to disclose protected health information. I understand that information used or disclosed pursuant to this authorization may be subject to redisclosure by the recipient and may no longer be protected by Federal or state law. I understand that HIV related information is protected by Pennsylvania law (see notice below).

I understand that I have the right to:

- Receive a signed copy of this authorization.
- Refuse to sign this authorization and that my refusal will not affect my right to treatment.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of Patient/Parent/Guardian Date

X \_\_\_\_\_  
Name of Parent/Guardian and relationship to patient

Witness Signature \_\_\_\_\_ Date \_\_\_\_\_

**Notice: This information has been disclosed to you from records protected by Pennsylvania Law. Pennsylvania law prohibits you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or is authorized by the Confidentiality of HIV-related Information Act. A general authorization for the release of medical or other information is not sufficient for this purpose.**