

## Request for Restriction or Termination of Restriction on Uses and Disclosure of Protected Health Information (PHI)

| PATIENT INFORMATION: |                |           |
|----------------------|----------------|-----------|
| Last Name:           | First Name:    |           |
| Address:             |                |           |
| City:                | State:         | Zip Code: |
| Phone Number:        | Date of Birth: |           |

I understand that by signing and submitting this form, I am hereby requesting the name of the clinic below to restriction on the use and disclosure of my protected health information.

\_\_\_\_\_

**Name of Clinic**

**I understand the following:**

|                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>♦ This restriction will not apply to any disclosures of PHI that occurred prior to implementation of this request.</li> </ul>                                                                                                                                                      | <ul style="list-style-type: none"> <li>♦ Restrictions will not apply when the restricted information is needed for emergency treatment.</li> </ul> |
| <ul style="list-style-type: none"> <li>♦ You may request termination of a previous restriction at any time.</li> </ul>                                                                                                                                                                                                    | <ul style="list-style-type: none"> <li>♦ Restrictions cannot apply to workers' compensation.</li> </ul>                                            |
| <ul style="list-style-type: none"> <li>♦ We may voluntarily agree to other requests for restrictions. Any restrictions to which we have voluntarily agreed may be terminated by informing you of the termination.</li> </ul>                                                                                              |                                                                                                                                                    |
| <ul style="list-style-type: none"> <li>♦ We are not required to agree to this restriction request, unless it is to restrict disclosure of your PHI to a health plan or carrier for treatment or services for which <b>you have paid in full</b>. We may remove the restriction if your payment is not honored.</li> </ul> |                                                                                                                                                    |

Request:                     Place a Restriction                     Remove a previous restriction

Date of Service: \_\_\_\_\_

**Description of information to be restricted** \_\_\_\_\_

**Name of Individual /Entity to whom PHI should not be disclosed:**

**Other:** \_\_\_\_\_

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\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of Interpreter/Translator (if required)

\_\_\_\_\_  
Phone Number

**\*If a translator or interpreter was required.**

### OFFICE USE ONLY

#### Notice of Decision

##### Restriction(s) Status:

We have accepted the restriction(s) as requested.

We have accepted only the following portion of the restriction(s):

\_\_\_\_\_  
\_\_\_\_\_

##### Termination of Restriction:

Termination requested on previous restriction has been completed

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

We are informing you that the current restrictions are being terminated

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

**Date request was received:** \_\_\_\_\_

**Date request was processed/completed:** \_\_\_\_\_

\_\_\_\_\_  
Facility Name

\_\_\_\_\_  
Office Personnel (Print Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office Personnel Signature