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 DO NOT FAX RECORDS

REQUEST FOR RELEASE OF MEDICAL RECORDS

Please send records from last 3 years unless otherwise specified

These records are to be released for the purpose of: _____
 Release records from: _____ Send to: _____
 Address _____ Address: _____

I authorize the following information to be disclosed covering the period of health care:
 From (date) _____ To (date) _____

All Medical Records Progress Notes
 Lab Tests X-ray Reports
 Immunization Records X-ray Films of _____
 Other (specify) _____

I DO NOT WISH to release information relating to (check if applicable):

Acquired immunodeficiency (AIDS) or human immunodeficiency virus (HIV)
 Behavioral health services/psychiatric care
 Treatment for alcohol or substance abuse
 Does not apply to my medical history _____(Initial)

Initial if you understand:

1. I understand this authorization may be revoked in writing at any time, except to the extent that action _____ has been taken in reliance of this authorization. Unless otherwise revoked, this authorization will expire in six months. _____(Initial)
2. The facility, its employees, officers, and physicians are hereby released from any legal responsibility or liability for disclosure of the above information to the extent indicated and authorized herein. _____(Initial)
3. Re-disclosure: I understand that any disclosure of information carries with it the potential for re-disclosure and that the information then may not be protected by federal confidentiality rules. _____(Initial)

Other Rights:

1. I understand that authorizing the disclosure of this health information is voluntary. I can refuse to sign this authorization. I do not need to sign the form to assure treatment. However, if this authorization is needed for participation in a research study, enrollment in the research may be denied.
2. I understand that I may inspect or obtain a copy of the information to be used or disclosed.

_____	_____	_____
Name (print)	Date of Birth	Social security number
_____	_____	_____
Signature (parent or legal guardian please sign for minors)	Date	Witness

Office use only: Chart #: _____ Date Mailed: _____ Initial _____

PHOTO ID REQUIRED TO OBTAIN MEDICAL RECORDS DUE TO FEDERAL REGULATIONS
*****PLEASE MAIL RECORDS. DO NOT FAX.*****