

**STATE OF LOUISIANA**

**AUTHORIZATION FOR RELEASE OF  
CONFIDENTIAL INFORMATION**

**TO BE COMPLETED BY PARENT/LEGAL GUARDIAN**

| <b>PART 1: CONTACT INFORMATION</b>   |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
|--|---|---|--|------------------------------|--|------------------------------------|---|--|---------------------------------------|--------------------------------------|--|-------|--|-------|---|--|
| Student's/Child's Legal Name _____   | Date of Birth _____   | Social Security # _____                 |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| Parent/Legal Guardian _____  |   | Telephone # _____                       |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| Mailing Address _____  |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <b>PART 2: RECORD REQUEST</b>  |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| Complete box A <b>OR</b> box B below. Both boxes may not be completed on the same form.  |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <b>A.</b> Specify the records to be released for the treatment date(s) listed below in Part 3: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; padding: 5px;"><input type="checkbox"/> COMPLETE RECORD(S)</td> <td style="width: 50%; padding: 5px;"><input type="checkbox"/> Emergency Room</td> </tr> <tr> <td style="padding: 5px;"><input type="checkbox"/> Discharge Summary</td> <td style="padding: 5px;"><input type="checkbox"/> Lab</td> </tr> <tr> <td style="padding: 5px;"><input checked="" type="checkbox"/> History &amp; Physical</td> <td style="padding: 5px;"><input type="checkbox"/> Pathology</td> </tr> <tr> <td style="padding: 5px;"><input type="checkbox"/> Operative Report</td> <td style="padding: 5px;"><input type="checkbox"/> Radiology Results</td> </tr> <tr> <td style="padding: 5px;"><input type="checkbox"/> Consultation</td> <td style="padding: 5px;"><input type="checkbox"/> Other _____</td> </tr> <tr> <td style="padding: 5px;"><input checked="" type="checkbox"/> Progress Notes and School Order(s)</td> <td style="padding: 5px;">_____</td> </tr> <tr> <td style="padding: 5px;"><input type="checkbox"/> Cardiopulmonary<br/>(Indicate EKG, Stress Test, Sleep Study)</td> <td style="padding: 5px;">_____</td> </tr> </table> | <input type="checkbox"/> COMPLETE RECORD(S)   | <input type="checkbox"/> Emergency Room | <input type="checkbox"/> Discharge Summary | <input type="checkbox"/> Lab | <input checked="" type="checkbox"/> History & Physical | <input type="checkbox"/> Pathology | <input type="checkbox"/> Operative Report | <input type="checkbox"/> Radiology Results | <input type="checkbox"/> Consultation | <input type="checkbox"/> Other _____ | <input checked="" type="checkbox"/> Progress Notes and School Order(s) | _____ | <input type="checkbox"/> Cardiopulmonary<br>(Indicate EKG, Stress Test, Sleep Study) | _____ | <b>B.</b> If initialed below, I specifically authorize release of the following: <p style="padding-left: 40px;">Psychotherapy notes and records indicating psychological or psychiatric impairment(s)</p> <p style="padding-left: 40px;">_____</p> <p style="padding-left: 40px;">Initials of parent/legal guardian</p> |  |
| <input type="checkbox"/> COMPLETE RECORD(S)  | <input type="checkbox"/> Emergency Room   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <input type="checkbox"/> Discharge Summary   | <input type="checkbox"/> Lab  |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <input checked="" type="checkbox"/> History & Physical   | <input type="checkbox"/> Pathology  |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <input type="checkbox"/> Operative Report  | <input type="checkbox"/> Radiology Results  |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <input type="checkbox"/> Consultation  | <input type="checkbox"/> Other _____  |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <input checked="" type="checkbox"/> Progress Notes and School Order(s)   | _____   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <input type="checkbox"/> Cardiopulmonary<br>(Indicate EKG, Stress Test, Sleep Study)   | _____   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <b>PART 3: AUTHORIZATION</b>   |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| This does not authorize the release of the following: drug and alcohol use counseling and treatment and HIV/AIDS and sexually transmitted disease testing and treatment.   |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <b>I authorize:</b>  |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| Name: <u>East Baton Rouge Parish School System</u> _____ (School System)   |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <input checked="" type="checkbox"/> <b>TO RELEASE Information TO</b> <b>AND/OR</b> <input checked="" type="checkbox"/> <b>TO OBTAIN Information FROM</b><br>(Place an "X" in the box that indicates if the information is being released AND/OR requested.)  |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| Name: <u>My child's primary care provider and/or specialists</u> _____ (Hospital, Physician, Service Agency, School RN and/or other health provider)   |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| For treatment date(s): <u>current</u> _____  |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| The information is to be released for the purpose(s) of:   |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| <input type="checkbox"/> Evaluation to determine eligibility or continued eligibility for special education services<br><input type="checkbox"/> Providing physical therapy treatment<br><input type="checkbox"/> Providing occupational therapy treatment   | <input checked="" type="checkbox"/> Designing an individual educational program<br><input checked="" type="checkbox"/> Determining appropriate placement for treatment needs<br><input checked="" type="checkbox"/> <u>Draft a health care plan and/or emergency plan</u> |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| I understand that I have a right to revoke this authorization at any time. I understand that if I revoke this authorization I must do so in writing and present my written revocation to the same medical records department receiving this authorization form. I understand that the revocation will not apply to information that has already been released in response to this authorization. Unless otherwise revoked, this authorization will expire on the following date, event or condition: <u>7/1/23</u> .   |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| If I fail to specify an expiration date, event or condition, this authorization will expire in nine (9) months from the date of authorization. An authorization is voluntary. I will not be required to sign an authorization as a condition of receiving treatment services or payment, enrollment, or eligibility for health care services. Information used or disclosed by this authorization may be re-disclosed by the recipient and will no longer be protected under the Health Insurance Portability & Accountability Act of 1996.  |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| _____<br>Signature of Student or Legal Representative      Date      (Relationship to student)<br>(Parent/Legal Guardian must sign if student < 18)  |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |
| _____<br>Signature of Witness      Date  |   |   |  |                              |  |                                    |   |  |                                       |                                      |  |       |  |       |   |  |