

### AUTHORIZATION FOR RELEASE OF INFORMATION

1. If all **highlighted** areas are not completed, form is not valid and cannot be used.
2. If Fax Number is not available an address and phone number *must* be provided.

**Client Name**  
**(Printed):** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

### INFORMATION TO BE RELEASED

Information to be released about the client's treatment may include sensitive medical and personal information. Records will only be mailed or faxed. Please talk with the clinician or with an administrator if you want to understand more about the information being released.

- |   |   |
|---|---|
| <input type="checkbox"/> Appointment schedule                             | <input type="checkbox"/> Psychological Testing Results      |
| <input type="checkbox"/> Payment Information                              | <input type="checkbox"/> Physical Examinations              |
| <input type="checkbox"/> School Performance Records (Grades, Tests, etc.) | <input type="checkbox"/> Neuropsychological Testing Results |
| <input type="checkbox"/> Psychosocial, Mental Health, and Medical History | <input type="checkbox"/> Progress Notes                     |
| <input type="checkbox"/> Confidential School Records (IEP's, etc.)        | <input type="checkbox"/> Laboratory Reports                 |
| <input type="checkbox"/> Psychosocial Evaluations                         | <input type="checkbox"/> Discharge Summaries                |
| <input type="checkbox"/> Medication Administration Records                | <input type="checkbox"/> Alcohol/Drug Abuse Treatment       |
| <input type="checkbox"/> Mental Health Evaluations                        | <input type="checkbox"/> Consultation Reports               |
| <input type="checkbox"/> Physician Orders                                 | <input type="checkbox"/> Other, Specify: _____              |

**Dates of service to be released:** \_\_\_\_\_

**I, the undersigned, hereby authorize** \_\_\_\_\_ of Complete Wellness  
(Name of Complete Wellness Clinician)

- to **release** the information indicated above **to:**
- to **obtain** the information indicated above **from:**
- to **discuss** the information indicated above **with:**

**Individual Name:** \_\_\_\_\_

Phone: \_\_\_\_\_

**Agency Name** \_\_\_\_\_

**Fax:** \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

### REVOCATION AND TIME LIMIT

I understand that I can change my decision to have this information released at any time unless the material has already been released by Complete Wellness. **This authorization is valid for one year after the date signed, unless otherwise canceled in writing by me prior to that time.** I authorize Complete Wellness to release the above indicated records to the agency listed above, and I agree to release Complete Wellness, its officers, directors, employees and associated professionals, clinicians, and therapists from any liability that arises from the release of this information to any individual or facility listed above.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Client 16 years of age or older

\_\_\_\_\_  
Date