



BlueCross BlueShield of Oklahoma

Standard Authorization Form To Use or Disclose Protected Health Information (PHI)

I. Individual (Name and information of person whose protected health information is being disclosed):

Form fields for individual information: Name, Date of Birth, Group #, Identification/Subscriber #, Social Security Number, Address, City, State, ZIP, Area Code & Telephone Number.

II. Authorization and Purpose:

I request and authorize Blue Cross and Blue Shield of Oklahoma to disclose my protected health information as described below. I understand that if the person/organization authorized to receive and use the information is not a health plan or health care provider, the disclosed information may no longer be protected by federal privacy regulations.

Table for authorized persons/organizations with columns: Persons/Organizations authorized to receive your information, Relationship, Purpose, Address, City, State, ZIP.

III. Specific Description of Information to be Used or Disclosed (Please Complete Parts A and B in this Section) This Authorization CANNOT be used to disclose Psychotherapy Notes.

Information authorized for release may include records which may indicate the presence of a communicable or non-communicable disease.

A. Release of Sensitive Protected Health Information Under State Law

You must check "yes" or "no" if you authorize the release of medical information, test results, records or communications specific to (note: "yes" means this information is included in the categories you designate in Part B below):

- Human Immunodeficiency Virus (HIV) or HIV/Acquired Immune Deficiency Syndrome
Sexually transmitted or "communicable" diseases (includes hepatitis, as well as venereal diseases);
Drug, alcohol or substance abuse;
Mental health or developmental disabilities (including mental retardation or similar disabilities, for example, those attributable to cerebral palsy, autism or neurological dysfunctions); and
Genetic testing.

B. Release of Protected Health Information (check one or more)

Dates of Services From: To:

Form for Part B with checkboxes for Health Plan Benefit Information, Claims, Service Determination Information, Premium, Services from (provider or supplier), and Other. Includes dates of services fields.

IV. Expiration and Revocation:

Expiration: This authorization will expire on (must choose one):

- One year from the date it is signed
- Other (insert date or event): _____

Right to Revoke: I understand that I may revoke this authorization at any time by giving written notice to the address listed at the bottom of this form. **I understand that revocation of this authorization will not affect any action the above named entity took in reliance on this authorization before the above named entity received my written notice of revocation.**

V. Signature (this document must be signed by the individual, parent of minor child or the individual's personal representative):

I understand that this authorization is voluntary and that the health plan cannot condition my eligibility for benefits, treatment, enrollment or payment of claims on the signing of this authorization. I understand that if I am signing on behalf of a minor child, this authorization will expire upon the child reaching the age of 18, unless there is proof of legal guardianship.

Signature Date: month/day/year

If you are signing as a Power of Attorney, Legal Guardian, Executor or Administrator complete the following and attach a copy of the Legal documents. You do NOT have to attach copies of these documents if they are already on file with Blue Cross and Blue Shield of Oklahoma:

Personal Representative's Name	Relationship to Individual
Personal Representative's Address	City
Personal Representative's Area Code & Telephone Number	State ZIP

**BEFORE RETURNING YOU SHOULD KEEP A COPY FOR YOUR RECORDS
BY EITHER:**

- (1) MAKING A PHOTOCOPY OF THIS SIGNED AUTHORIZATION; OR**
- (2) COMPLETING AND SIGNING THE DUPLICATE AUTHORIZATION FORM YOU RECEIVED OR PRINTED**

Mail your completed signed authorization to:
Blue Cross and Blue Shield of Oklahoma
Customer Service/Privacy Department
P.O. Box 3283
Tulsa, OK 74102-3283

If you need assistance completing the form, please contact the Customer Service number listed on the back of your Member Identification Card.