



# Authorization for Release of Health Information

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**EFFECTIVE MARCH 19, 2018: Medical Records may be requested by and released ONLY to the Parent/Guardian of the patient (patients under 14 years of age), or to the patient directly (patients 14 years or older). CICS will no longer directly release records to outside entities including schools, medical offices or employers except under limited circumstances and with the prior permission of the parent/guardian and/or patient.**

## REQUEST FOR RECORDS

**Please complete this Authorization in its entirety. Incomplete forms may delay timely processing and/or may be returned to the patient for additional information.**

I \_\_\_\_\_ hereby request Children's Integrated Center for Success (CICS) to release medical/behavioral health information from the records of:  
*(Name of Parent/Guardian/ Patient)*

<b>Patient Name:</b>	
<b>Patient Date of Birth:</b>	

**Reason For Request:** \_\_\_\_\_

**Please specify what information is being requested:**

Discharge Summary: \$0.75 per page	Diagnosis Letter: \$20.00
Psychiatric/Psychological Evaluation Summary: \$0.75 per page	Diagnosis Letter <i>with school-based accommodations</i> : \$50.00
Counseling Summary of Treatment: \$0.75 per page	FMLA paperwork: \$50.00 flat fee
Medication Summary: \$0.75 per page	School Forms to be completed: \$5.00
Occupational/Speech Evals: \$0.75 per page	
ADOS Summary: \$0.75 per page	Other (prices may vary depending on request):
Lab Reports: \$0.75 per page	
Quotient Testing Results: \$0.75 per page	
Genetic Testing Results*: \$0.75 per page	
Psychological Testing Results (WISC/WIATT): \$0.75 per page	

**\*IMPORTANT NOTE ON THE RELEASE OF GENETIC TESTING RESULTS:** CICS values the use of genetic testing in diagnosis, treatment, and providing informed care for each patient. The information contained in these reports is highly sensitive and should be handled with care. While Parents/Guardians and Patients (14 yrs+) may request copies of these materials it is **STRONGLY** recommended that these reports be handled with appropriate confidentiality. Due to the sensitive information contained within these reports CICS **WILL NOT** release genetic testing results prior to reviewing these materials with parents/ guardians and/or patients.

