

Authorization to Share Protected Health Information
(“HIPAA Release Form”)
Information Sheet

Federal laws regarding privacy of patient “protected health information” are very stringent. When you receive treatment at a medical facility, the doctor or other staff member may not share any information about you, your condition, or your treatment, with any outside person or organization unless you have given written permission to allow them to do so. The only exceptions are for your continued care and for payment and business operations.

You must execute an Authorization to Share Protected Health Information (“PHI”) to permit your doctor and health care providers to talk to named family members and others you choose about your condition. This authorization provides for sharing of information; it does not change your right to make your own decisions. It is commonly called a “HIPAA Release Form”.

Under Oklahoma law, there is no presumption about who may see your information, even within your own adult family. Spouses have no right to information about each other; children have no right to information about siblings or parents. Parents have no right to information about their children, after they turn eighteen. *

The Oklahoma Standard Authorization form we have provided is published by the Oklahoma State Department of Health, and all medical facilities must accept this form. You may use this form to designate who may have access to information, exactly what categories of information you authorize them to access, the time period of your records which they may have access to, and the duration of time your permission for access is granted. Therefore, you may make your authorization as broad or as narrow as you wish, and you can make it for a limited period of time (such as typically used to transfer records from an old doctor to a new doctor if you are changing providers) or for a long period of time (until you die, for example). You may execute separate authorizations for different people, customized to your wishes. You may have many release forms.

If your doctor provides a HIPAA release form, be sure that it has the information and flexibility you want. A form provided by your doctor may be designed more to permit

them to reach out and get your medical records from previous providers or specialists; or for them to transfer your current records to another provider. The release form by itself does not require your doctor to actively send information out. It can sit in your file until you are ill, when you want those you have authorized to be able to call the doctor and discuss your condition and treatment options.

The detailed instructions included with the form will help you to fill it out.

*Very limited exceptions exist: parents or legal guardians may access medical information for minor children and for adults for whom they are legal guardians; medical practitioners are exempt when reporting abuse or infectious disease data as required by law; and a court subpoena can require release of otherwise protected health information.