

NAME _____ DATE OF REQUEST _____

DATE OF BIRTH _____ ACCOUNT # _____

**JEWETT ORTHOPAEDIC CLINIC
REQUEST FOR COPIES OF RADIOLOGY FILMS/CD**

As a patient or as an authorized representative of a patient of Jewett Orthopaedic Clinic, you are entitled to a copy of your x-rays. You may also authorize release of your x-rays to other recipients. You understand that when the information is used or disclosed pursuant to this authorization, it may be subject to re-disclosure by the recipient and may no longer be protected health information. Jewett Orthopaedic Clinic has thirty (30) days to process this request if the x-rays are maintained on-site, sixty (60) days if the x-rays are maintained off-site. That deadline may be extended by an additional thirty (30) days if you are notified in writing of the extension. When received by the radiology personnel, your identity will be verified and your request will be processed. If you have any questions or concerns, please contact a Radiology Dept representative at (407)643-1283.

I would like a **copy** of my x-rays. I understand there will be a fee (**\$10.00 per CD or \$15.00 per film**) for copies unless provided directly to another medical facility for continued care. I understand that I will be required to pay the fee in full before I may obtain the copies.

Patient Name _____ Phone # _____

Pick Up (Allow 48 hrs.) Mail to Pt's. Address _____

Mail to Medical Facility (Allow 10 days) Name & Address of Medical Facility: _____

Description of X-Ray studies to be copied (example: left knee x-rays, lumbar spine MRI, etc.):

Reason for request: Medical Treatment (**Dr. Information is needed**) _____

Insurance
 Legal (**\$10.00 per CD or \$15.00 per film**) Other _____ (**\$10.00 per CD or \$15.00 per film**)

This authorization expires 90 days from the date appearing below.

I understand that I may revoke this Authorization at any time by notifying the organization providing the information in writing, except to the extent that:

- 1. **Action has been taken in reliance on the Authorization; or**
- 2. **If this Authorization is obtained as a condition for obtaining insurance coverage, other law provides the insurer with the right to contest a claim under the policy.**

By signing below, I acknowledge and agree to the above conditions.

DATE _____

**SIGNATURE OF PATIENT
(OR AUTHORIZED REPRESENTATIVE*)**

**PRINT NAME OF PATIENT
(OR AUTHORIZED REPRESENTATIVE*)**

*Please explain Representative's relationship to Patient and include a description of Representative's authority to act on behalf of Patient.

FOR OFFICE USE ONLY

Identity Verification: Driver's license Other ID
of Copies _____ @ \$ _____ per copy \$ _____ Total Cost

Date Picked Up _____ **Date Mailed** _____