



INTAKE PAPERWORK PACKET

CHILD & ADOLESCENT FORMS

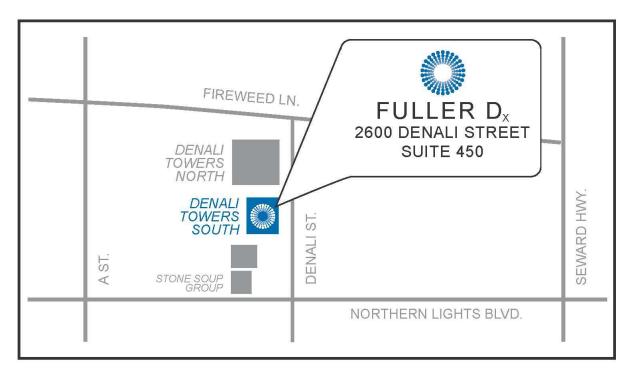
Name of Patient

Person Completing

Date

| |







FULLER DIAGNOSTICS, LLC 2600 Denali Street, Suite 450 Anchorage, Alaska 99503

(907) 561-0552



Thank you for choosing FULLER DIAGNOSTICS, LLC. You will need to complete the information packet and return it prior to the initial scheduled appointment. If for any reason you are unable to complete the paperwork please contact our office. The information you provide will be used during the interview with your provider to better focus the time on specific concerns.

Please return this completed form to our office as soon as possible, you may send it via email, fax or mail.

Email: info@fulleralaska.com Fax: 907.561.0562

Mailing Address: Fuller Diagnostics, LLC • 2600 Denali Street, Suite 450 • Anchorage, AK 99503

Included within this packet:

4
5
6
7
9
10
19
1

PATIENT REGISTRATION

PATIENT INFORMATION

Last Name:	First Name:		M.I.:
DOB:	SSN:		Gender: M / F / O
Address:	City:	State:	Zip:
Home Phone:	Work Phone:	Cell Phon	e:
Emergency Contact Name	& Phone:	Relation	to patient:
			•
\Box I authorize the use of the	is email address for scheduling an	d billing purposes	
PARENT/GUARDIAN/RES	PONSIBLE PARTY: Who is the a	dult responsible for t	he bill?
Last Name:	First Name:		M.I.:
Relation to Patient:	F	Photo ID and Proof of	Guardianship Required
	of 18 and those requiring a guardian		
available during the evaluation		, ,	Ū
Marital Status: M / S / D	SSN: DO	B:	Gender: M / F / O
	City:		
	Work Phone:		
	:		
Insurance Name:	ALL INFORMATION MUST BE PI		
Claims Address:	Group #:	Effective	Date [.]
Policy Holder Name:	0:00p Rela	ation to Patient:	Gender: M / F / O
DOB: SSN:	Employer Name & Pho	one:	
SECONDARY INSURANC	E – <u>IF APPLICABLE, ALL INFOR</u>	RMATION MUST BE	PROVIDED
			<u></u>
Claims Address:			
Policy #:	Group #:	Effective	Date:
Policy Holder Name:	Rela	ation to Patient:	Gender: M / F / O
DOB: SSN:	Employer Name & Pho	one:	
	IF APPLICABLE, ALL INFORMA		OVIDED
	Croup #:		Doto:
	Group #: Rela		
DOB: SSN:	Employer Name & Pho)ne:	
		····	

CLINIC POLICIES

We are pleased you have chosen to come to our clinic. Please do not hesitate to request clarification of any clinic policies or ask any other questions regarding your service. Our providers and the office staff are happy to respond to any concerns.

Copays, coinsurance and Deductibles are due at time of service. You are ultimately responsible for any balance not covered by your insurance policy. As a courtesy, we will bill your insurance for you. We will make every effort to ensure that claims are complete and accurate when submitted; however, follow up on your insurance claim is your responsibility. If your insurance does not reimburse us within 90 days, you will be come responsible for the balance; you will be refunded any amount subsequently received by your insurance company.

In certain circumstances, we will make arrangements for a payment plan. However, it is generally unethical and/or illegal for us to waive your co-payment and/or deductible. In addition, charges related to not attending appointments or canceling appointments without appropriate notice is not covered by insurance you would be responsible for full payment of these fees. Appointments for therapy must be cancelled with at least 24 hours notice.

MISSED APPOINTMENTS: I understand that therapy appointments cancelled with less than 24 hours' notice will result in a late cancel/ no show fee of \$50.00 for the first occurrence. First and second subsequent late cancel/no show for appointments will be charged 50% of the appointment cost and a third will be charged 100% of the appointment cost. If there are multiple late cancel/no show appointments within a calendar year, I understand that my case may go into clinical review to determine continued care. Late cancel/ no show charges are not covered by insurance payments and are the responsibility of the patient and due prior to the next appointment.

FIREARMS/WEAPONS POILCY: It is FULLER DIAGNOSTICS, LLC's policy that all weapons including concealed firearms are prohibited on our premises. The State of Alaska Department of Public Safety dictates that the owners or management of facilities, may deny concealed carry on their premises.

GUARANTEE OF PAYMENT AND ASSIGNMENT OF INSURANCE BENEFITS: For value received, the undersigned guarantor (hereinafter "the Undersigned") and/or patient (hereinafter "the Patient") promises to pay to FULLER DIAGNOSTICS, LLC. (hereinafter "Provider") all charges incurred for services rendered to the Patient. The Undersigned understands that Provider will process the paperwork to complete insurance claim(s) as a courtesy to the Undersigned, and the Undersigned and/or the Patient authorize Provider to release any and all medical information necessary to complete insurance claim(s) and assigns any monies due and owing under the insurance contract to said Provider. It is, however, understood and agreed that the Undersigned is responsible for all monies due and owing for services rendered by Provider in the event insurance does not pay for these services. It is acknowledged that completing and following-up of any insurance claims is ultimately the responsibility of the Undersigned. It is further agreed by the Undersigned that in the event any monies received by Provider from the insurance carrier are at any time after their receipt withdrawn from Provider by the insurance carrier, the Undersigned will be responsible for those monies then due and owing and waives any defense for payment the Undersigned may have against Provider. In the event this account is turned over to an attorney for collection, the Undersigned hereby agrees to pay all costs of collection, not limited to court costs but including reasonable attorney's fees. The Undersigned and/or Patient authorize use of this form of all insurance claim submissions. Your signature indicates you have read the above and agree to the terms contained therein. This agreement is irrevocable.

FULLER DIAGNOSTICS, LLC clinic policies and privacy practices have been reviewed, understood, and agreed to by me.

Patient Name [print]:	
Responsible Party Name [print]:	
Responsible Party Signature:	Date:

Fuller Diagnostics, LLC • 2600 Denali Street, Suite 450 • Anchorage, Alaska 99503 Phone: 907.561.0552 Fax: 907.561.0562 Email: info@fulleralaska.com Website: www.fulleralaska.com

LIMITS OF CONFIDENTIALITY FOR PSYCHOTHERAPY

Any other information discussed during therapy sessions, is confidential, and will not be shared without written permission, except under the following conditions:

- The client threatens suicide.
- The client threatens harm to another person(s), including murder, assault, or other harm.
- The client reports suspected child abuse, including but not limited to, physical beatings, and sexual abuse.
- The client reports abuse of the elderly.

State law mandates that mental health professionals may need to report these situations to the appropriate persons or agencies.

In addition, if the client is involved in a legal action and claims mental health issues related to the legal action (i.e., plea of "Not Guilty by Reason of Insanity," or claiming emotional harm in a lawsuit), mental health records may be required to be released.

Communications between clinicians at Fuller Diagnostics, LLC and the client will otherwise be deemed confidential as stated under Alaska state law.

Having read and understood the above, I agree to the Limits of Confidentiality.

Patient Name [print]: _____

Responsible Party Name [print]:

Responsible Party Signature: _____ Date: _____

NOTICE OF PRIVACY PRACTICES

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

OUR LEGAL DUTY

We are required by applicable federal and state laws to maintain the privacy of your health information. We are also required to give you this Notice about our privacy practices, our legal duties, and your rights concerning your health information. We must follow the privacy practices that are described in this Notice while it is in effect. This Notice takes effect April 14, 2003, and will remain in effect until we replace it.

We reserve the right to make changes to this Notice at any time, provided such changes are permitted by applicable law, and to make such changes effective for all health information we may already have about you. We reserve the right to make the changes in our privacy practices and the new terms of our Notice effective for all health information that we maintain, including health information we created or received before we made the changes. Before we make a significant change in our privacy practices, we will change this Notice and make the new Notice available upon request.

You may request a copy of our Notice at any time. For more information about our privacy practices, or for additional copies of this Notice, please contact us using the information listed at the end of this Notice.

USES AND DISCLOSURES OF HEALTH INFORMATION

We use and disclose health information about you for the purposes of treatment, payment, and health care operations. For example:

Treatment: HIPAA allows us to use and disclose your health information to provide, coordinate, or manage your health care and related services. FULLER DIAGNOSTICS, LLC will not disclose your protected health information without your written or (in rare cases) verbal authorization for release of information, except in cases of emergency.

Payment: We may use and disclose your health information to obtain payment for services we provide to you.

Health care operations: We may use and disclose your health information in connection with our health care operations. Health care operations include quality assessment and improvement activities, reviewing the competence or qualifications of health care professionals, evaluating practitioner and provider performance, accreditation, certification, licensing, or credentialing activities.

Your authorization: in addition to our use of your health information for treatment, payment, or health care operations, you may give us additional written authorization to use your health information or to disclose it to anyone for any purpose. If you give us an authorization, you may revoke it in writing at any time. Your revocation will not affect any use or disclosures permitted by your authorization while it was in effect. Unless you give us a written authorization, we cannot use or disclose your health information for any reason except those described in this Notice.

To your family and friends: We must disclose your health information to you, as described in the Patient Rights section of this Notice. We may disclose your health information to a family member, friend, or other person to the extent necessary to help with your health care or with payment for your health care, *but only if you agree that we may do so.*

Persons involved in care: We may use or disclose health information to notify or assist in the notification of a family member (including identifying or locating), your personal representative or another person responsible for your care, of your location, your general condition, or death. If you are present, then prior to use or disclosure of your health information, we will provide you with an opportunity to object to such uses or disclosures. In the event of your incapacity or emergency circumstances, we will disclose health information based on a determination using our professional judgment disclosing only health information that is directly relevant to the person's involvement in your health care. We will also use our professional judgment and our experience with common medical practice to make reasonable inferences of your best interest in allowing a person to pick up filled prescriptions, medical supplies, x-rays, or other similar forms of health information.

Marketing health-related services: We will not use your health information for marketing communications without your written authorization.

Required by law: We may use or disclose your health information to appropriate authorities if we reasonably believe that you are a possible victim of abuse, neglect, or domestic violence, or the possible victim of other crimes. We may disclose your health information to the extent necessary to avert a serious threat to your health or safety of others.

National security: We may disclose to military authorities the health information of Armed Forces personnel under certain circumstances. We may disclose to authorized federal officials: health information required for lawful intelligence, counterintelligence, and other national security activities. We may disclose to correctional institutions or law enforcement officials having lawful custody of protected health information of inmates or patients under certain circumstances.

Appointment reminders: We may use or disclose your health information to provide you with appointment reminders (such as voicemail messages, postcards, emails, or letters).

PATIENT RIGHTS

Access: You have the right to inspect or copy your health information, with limited exceptions. You may request that we provide copies in a format other than photocopies. We will use the format you request unless we cannot practically do so. You must make a request in writing to obtain access to your health information. You may obtain a form to request access from us directly, or by using the contact information listed at the end of this Notice. We will charge you a reasonable fee for document production expenses. If you request an alternative format, we will charge a reasonable fee for providing your health information in that format.

Disclosure of Accounting: You have the right to receive a list of instances in which we or our business associates disclosed your health information for purposes, other than treatment, payment, health care operations, and certain other activities, for the last six years.

HIPAA ACKNOWLEDGEMENT

I hereby acknowledge receipt of Fuller Diagnostics, LLC Notice of Privacy Practices. I understand that the Notice describes how my personal protected health information may be used and disclosed, as well as how I may gain access to my protected health information.

Patient Name [print]:		
Responsible Party Name [print]		

Responsible Party Signature:	Date:

CONSENT TO TREAT A MINOR

We (Parents Names) ______ and _____, are the are legal custodial parents with decision-making responsibility for (Minor's Name) ______, a minor. If sole legal custodian, please attach a copy of Permanent Court Order Provision.

We hereby consent to our Fuller Diagnostics, LLC Provider in their capacity as a Licensed Clinical Social Worker to begin mental health assessment and treatment of said minor on (Date) ______.

Authorization will be in effect until such time as this psychotherapeutic relationship is terminated. As legal custodial parents, we understand that we have the right to information concerning our minor child in therapy, except where otherwise stated by law. We also understand that this therapist believes in providing a minor child with a private environment in which to disclose himself/herself to facilitate therapy. We therefore give permission to this therapist to use their discretion, in accordance with professional ethics and state and federal laws and rules, in deciding what information revealed by my child is to be shared with us. This is our written consent to the mental health assessment and treatment of minor child under the terms stated above.

I understand I have the following rights with respect to my child's psychotherapy treatment:

- I have the right to withdraw or withhold consent for treatment at anytime.
- I understand that there are potential risks and benefits associated with any type of psychotherapy, and that despite my efforts and the efforts of my child's Provider, his/her condition may not improve. I understand that benefit from psychotherapy cannot be guaranteed or assured.
- I understand that I have the right to access my child's medical information and copies of medical records in accordance with Alaska law.

Both parents must consent for treatment unless the treatment is court ordered or one parents is sole legal custodian (please attach provision).

I have read and understand the information provided above and have had the opportunity to discuss questions with my child's Provider.

Signature of Parent or Guardian:	Date:
Signature of Parent or Guardian:	Date:
Signature of Provider:	Date:

CHILD/FAMILY HISTORY QUESTIONNAIRE

PLEASE NOTE: THIS FORM MUST BE COMPLETED IN FULL

DEMOGRAPHIC INFORMATION

Form completed by:	Relationship to child:	
Child's name:	Date of Birth:	Age:
Gender: M / F / O Race/Ethnicity:	Primary Language:	
Handedness (circle one): Right / Left / Both	Current Grade:	
Current School:		
Who referred you?		
Who is your Pediatrician/Primary Care Provi	der?	
What are your primary concerns regarding y	our child?	

FAMILY INFORMATION

Parents names and (age):	Occupation:
Mother: (.)
Father: (.)
Guardian: (.)
Are biological parent's divorced? Yes / No	Child's age at divorce:
Who has custody:	Describe Visitation Schedule:
If parent(s) have remarried:	
Step-Father's Name:	Step-Mother's Name:
Contact/Relationship with biological mother:	
Contact/Relationship with biological father: _	
Number of moves since child's birth?	History of OCS involvement? Yes / No
Is your child adopted? Yes / No	Age at adoption:
Child's Religion: How of	ften does child attend service?

Other children in family?

Name	Age	Gender	Grade	Relationshi	ip
Any additiona	I household members?				
PREGNANC	Y HISTORY				
Duration of	pregnancy (weeks)	(Full-term is	s 40 weeks)		
Circle any of	the following problems	during the preg	nancy: (Pleas	se explain belov	N)
Infections	Excessive vomiting	Preeclamps	ia Phy	sical injury	
Anemia	Surgery/Hospitalizations	Diabetes	Hig	h blood pressu	re
Did biological pregnancy?	mother use alcohol, smo ⁄es / No	ke, or use recreat	ional or presc	ription drugs du	uring
If yes, what a	nd how much?				
Other signific	ant events, complications	or medical proce	dures during p	pregnancy:	
Duration of L	abor: Spont	aneous delivery: `	Yes / No	C-Section:	Yes / No
Planned C-Se	ection: Yes / No E	mergency C-Secti	on Yes/No		
Apgar scores	(if known)	Birth weigh	t:	lbs	ounces
Complication	s: (please circle)				
"Blue" baby	Cord around nec	k Immature lu	ngs Bra	iin hemorrhage	
Suction requ	ired Oxygen required	Transfusion	s Tre	atment for jaun	dice
Other complie	cations (i.e. infections, birt	h defects, injury):			`

NICU or specialized car	re (incubator,	oxygen tank,	etc.): Yes / No	If yes,	number of days:
-------------------------	----------------	--------------	-----------------	---------	-----------------

	d (night)	ined Fi	ladder traine	words or more) d (day)
Does your child have	ongoing bladder	or bowel accidents: Y	es / No	
		ars of your child's life s?		
Previous Illnesses (Circle all that appl	y):		
High fevers	Allergies	Ear Tubes	Recur	rent ear infections
Poor Growth	Surgeries	Meningitis	Seizur	es or staring spells
Breathing problems Please Describe:	C C	problems		
	-	ons? Yes / No If ye		scribe:
Hyperactive	Stiff wher	held Difficult t	o calm	Aggressive
Severe separation ar	nxiety Solitary p	lay Overly se	ensitive to so	ound/touch
Extreme tantrums	Unusual	motor behaviors		
Has your child ever	had a serious hi	t to the head/Concus	ssion or oth	er brain injury?
Yes / No How m	nany times?	At what age(s)?		
	ave a loss of cons	ciousness (been knoc	ked out)?	
Did your child ever h		At what age(s)?)	

CURRENT MEDICAL INFORMATION

Height: Weight: _	Past or current m	edical problems:
Does your child require g	plasses or contact lenses?	Yes / No
Is their vision fully correc	ted with glasses/contact len	ses? Yes / No
Does your child have a h	earing impairment? Yes / N	No Hearing aid? Yes / No
Does your child have diff	iculty falling asleep? Yes / N	No Staying asleep? Yes / No
Typical bedtime:		
Typically awake at:		
Hours of sleep per night?	?	
History of sleep study? Y	/es / No	
Tonsils and/or adenoids	removed? Yes / No Sleep	o better after? Yes / No
Does your child have p	roblems with eating or ap	petite? Circle all that apply:
Recent weight gain/loss	Binge eating	Unaware of hunger or being full
Picky eater	Hiding/hoarding food	Appetite changes
·	Hiding/hoarding food Foods rejected based on te	
Chronically hungry		exture and/or appearance
Chronically hungry Has your child had trea	Foods rejected based on te	exture and/or appearance problem? Yes / No
Chronically hungry Has your child had trea When?	Foods rejected based on te atment for a psychological Type of treatment mily therapy group therapy	exture and/or appearance problem? Yes / No nt <i>(circle all that apply)</i> / hospitalization residential care
Chronically hungry Has your child had trea When?	Foods rejected based on te atment for a psychological Type of treatment mily therapy group therapy	exture and/or appearance problem? Yes / No nt <i>(circle all that apply)</i> / hospitalization residential care
Chronically hungry Has your child had trea When? Individual therapy far What for? Does your child take m	Foods rejected based on te atment for a psychological Type of treatment mily therapy group therapy edications for behavioral/	exture and/or appearance problem? Yes / No nt (circle all that apply) / hospitalization residential care emotional problems? Yes / No
Chronically hungry Has your child had trea When? Individual therapy far What for? Does your child take m At what age did your chil	Foods rejected based on te atment for a psychological Type of treatment mily therapy group therapy redications for behavioral/ d begin taking medications?	exture and/or appearance problem? Yes / No nt (circle all that apply) / hospitalization residential care emotional problems? Yes / No P Prescribing Doctor
Chronically hungry Has your child had trea When? Individual therapy far What for? Does your child take m At what age did your chil What medications has your	Foods rejected based on te atment for a psychological Type of treatment mily therapy group therapy redications for behavioral/ d begin taking medications? pour child taken in the past?	exture and/or appearance problem? Yes / No nt (circle all that apply) / hospitalization residential care emotional problems? Yes / No

Is your child receiving therapy (individual, family or group) now? Yes / No If Yes, with whom? Has your child ever hurt themselves on purpose? Yes / No How? Has your child ever threatened to hurt themselves? Yes / No

FAMILY HISTORY (family defined as siblings, parents, grandparents aunts/uncles and first cousins)

<u>Condition</u>	<u>F</u>	Relation		
Learning Problems	_			
Depression/Bipolar Disorder	_			
Alcoholism/Drug Addiction	_			
Epilepsy	_			
Autism Spectrum Disorders	_			
Hyperactivity	_			
Anxiety	_			
Speech Delay	_			
Tic or nervous behaviors	_			
Psychiatric Hospitalization	_			
Other	_			
SCHOOL HISTORY				
Current School:		Grade: Teacher:		
Previous schools attended (inclu	ide pr	reschool and grades)		
1 3	3	5		
22	ł	6		
Does your child have a curren	t IEP	or 504? Yes / No		
Classification?				
□ Specific learning disability (SLD)		Speech/language disorder		
Emotionally disturbed (ED or SED)		Other health impaired (OHI)		
Educational Autism		Early Childhood developmental delay (ECDD)		
Intellectual disability		Traumatic Brain Injury		

What services and/or accommodations does your child receive?						
Has your child	d ever repeated a g	ade? Yes/No		What grade(s):		
Was your child ever suspended or expelled? Yes / No				How many times?		
Has your child	d's teacher(s) report	ed any of the pro	oblems b	elow? (Circle all that a	apply)	
Social proble	problems Attention/concentration Learn			ning/academic		
Hyperactivity	Daydreami	ng	Aggre	ssion	sion	
Behavior prob	olems Not followi	ng directions	Poor r	nemory		
Distractibility	Poor hand	writing	Proble	ems with peer relations	s with peer relationships	
Does your ch	ild participate in spc	rts or other recre	eational a	activities? Yes / No		
ls your famil	y/child involved in	any litigation o	r legal p	proceedings with the	following?	
□ Worker's C	Compensation	□ Divorce		Custody		
Personal injury		DFYS/OC	S			
SUBSTANCE	E USE/ABUSE HIST	ORY				
Has your child ever tried/used (Circle all that apply):						
Meth	Cocaine/crack	Gas/inhalant	ts	Pain pills/sedatives	Marijuana	
Mushrooms Spice LSD Other:			Ecstasy Alcohol			

BEHAVIORAL HISTORY:

Disobedience	Whining	Poor self/body awareness		
Nightmares	Clumsiness	Immature/atypical play		
Memory Problems	Moodiness	Verbal Communication		
Difficulty sleeping	Headaches	Comprehension		
Low self-esteem	Stomach aches	Judgement/Safety Issues		
Frequent crying	Lack of friends	Rigid/ritualized behaviors		
Dawdling	Unacceptable friends	Attachment		
Disorganization	Stealing	Lack of remorse/empathy		
Excessive screen time	Hitting	Arguing		
Tantrums	Sexual behavior	Lying		
Sensory processing	Destruction of property			
Has your child ever: (Please check all that apply)				
□ Been physically abused □ Been sexually abused				
By whom For how long/how many times				
Circumstances surrounding abuse:				
Has the above indicated abuse:				
□ Been Reported □ Not Been Reported				

Please circle any of the following that concern you about your child:

Results of report:

□ Substantiated □ Not Substantiated

Has your child ever: (Please check all that apply)

Been arrested or adjudicated For what		_ Result
Run away from home		_ For how long
□ Set a fire When		_ Where
Assaulted someone Who	What Happe	ned
Destroyed property When	How	
Threatened to hurt self When	How	
□ Hurt self When	How	
□ Threatened to hurt someone els When Who		How
Cruelty to animals When	What	
Used a weapon When	What	
□ Has Been Sexually active		
□ Gang Activity		

DISCIPLINE

When does your child need to be disciplined?

What do you do?

How does your child respond?

FAMILY ACTIVITIES

What does your child like to do?			
What do you enjoy doing with your child?			
What are your child's strong points?			
What does your family do together?			
How often do you read to your child?			
How often does your child read alone?			
How much screen time does your child have on a typical day?			
On a typical weekend day?			
What computer software/Apps do you have for your child?			
Does your child have a best friend? Yes / No			
Does your child play with a consistent group of children in school? Yes / No			
In your neighborhood? Yes / No			
What problem(s) does your child have in getting along with friends?			
What problem(s) does your child have in getting along with siblings?			
What are your child's chores?			
What problems are there getting them done?			

ADDITIONAL INFORMATION

Please include any other information that will help us better understand your child.



AUTHORIZATION TO RELEASE PATIENT HEALTH INFORMATION

Patient Name:		Date of Birth: / /			
I authorize FULLER DIAGN	OSTICS, LLC to rele	ase informatic	on as stated below from the patient		
health information record:					
Information to be Rele	ased From:	Info	ormation to be Released To:		
Information to be Released	via: 🗆 Email	□ Fax	□ Mail		
Email/Fax Number/ Mailing	Address:				
Information to be Released	:				
Dates of service for informa	ation requested:				
Beginning:		thru			
Purpose of Release:					
□ Continuing care	\Box Copies for owr	n use 🛛	Transfer to another provider		
Legal	□ Coordination w	vith School] Other:		
 to assure treatment or p I can cancel this authoriz according to the terms or 	ayment. zation at any time. I unde f this Authorization, the i ation carries with it the p	erstand that once information canno potential for furthe	ry. I do not need to sign this form in order the information has been released of be recalled. r release or distribution by the recipient		
			r date or event is entered here box below to request the following records:		
□Mental Health Treatment □S	exually Transmitted Dise	eases □AIDS/HI	V Treatment		
Alcohol/Drug Abuse Treatment	t				
Name of Responsible Party Signature of Responsible P	'arty:		Date:		
Relationship to the Patient:					
Date Records were release Signature of Employee:	To be filled out by FUL ed:				