



**PATIENT'S/PATIENT REPRESENTATIVE REQUEST FOR AND
ACKNOWLEDGEMENT OF RECEIPT OF PROTECTED HEALTH
INFORMATION (PHI)**

A. PATIENT'S REQUEST FOR PHI

I, _____, am a patient/patient representative (Circle One) at DCI. I am requesting a copy of the following portion(s) of the DCI records containing PHI:

(List specific types of records and dates of service)

Patient/ Patient Representative Name (Printed)

Witness Name (Printed)

Guardian's Name, if applicable (Printed)

Witness Signature

Patient/Patient Representative/Guardian
Signature

Witness Title

Date

Date

B. ACKNOWLEDGEMENT OF RECEIPT OF COPIES OF MEDICAL RECORDS

I, _____, have received copies of all the information I requested from DCI as written in the above portion of this form.

Patient's/Patient Representative Name (Printed)

Witness Name (Printed)

Guardian's Name, if applicable (Printed)

Witness Signature

Patient/Guardian Signature

Witness Title

Date

Date