

## Instructions:

- 1) Complete the patient identification information on the top right-hand corner
- 2) Complete all required information for the recipient including a valid email address
- 3) Check the box for purpose of disclosure
- 4) Check the box(es) for the type of information to be disclosed and also check the box for a timeframe
- 5) If you want specially protected information to be included, check the appropriate box(es)
- 6) Enter the date you are signing the authorization
- 7) Sign the form
- 8) If you are a personal representative, print your name and relationship. We may reach out for you to provide additional documentation if needed.
- 9) Submit this form to the third party you are authorizing to obtain records
- 10) Keep a copy for your records

“Kaiser Permanente” means both your insurance company (a Kaiser Permanente health plan) and your doctors (a Permanente medical or dental group). It also includes different groups depending on where you live.

To find contact information go to [kp.org](http://kp.org) and search locations for your region/market listed below or alternatively go to [kp.org/requestrecords](http://kp.org/requestrecords) and indicate your region/market.

### All states where we do business:

- Kaiser Foundation Hospitals
- Kaiser Permanente Insurance Company

### Colorado:

- Kaiser Foundation Health Plan of Colorado
- Colorado Permanente Medical Group, P.C.

### Georgia:

- Kaiser Foundation Health Plan of Georgia, Inc.
- The Southeast Permanente Medical Group, Inc.

### Mid-Atlantic (Maryland/Virginia/Washington, D.C.):

- Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc.
- Mid-Atlantic Permanente Medical Group, P.C.

### Washington:

- Kaiser Foundation Health Plan of Washington
- Washington Permanente Medical Group, P.C.

### California - North:

- Kaiser Foundation Health Plan, Inc., Northern California Region
- The Permanente Medical Group, Inc.

### California - South:

- Kaiser Foundation Health Plan, Inc., Southern California Region
- Southern California Permanente Medical Group

### Hawaii:

- Kaiser Foundation Health Plan, Inc., Hawaii Region
- Hawaii Permanente Medical Group, Inc.
- Maui Health Systems

### Northwest (Oregon/SW Washington):

- Kaiser Foundation Health Plan of the Northwest
- Northwest Permanente, P.C.
- Permanente Dental Associates, P.C.