



CIGNA HealthCare

# Authorization for Use and Disclosure of Private Health Information

THIS FORM WILL ALLOW CIGNA HEALTHCARE, ITS AGENTS OR SUBSIDIARIES TO RELEASE THE PRIVATE HEALTH INFORMATION SPECIFIED BELOW TO THE PERSONS OR ENTITIES SPECIFIED ON THIS FORM.

## Description of Private Health Information to be released:

\_\_\_\_\_

## VERIFICATION

**Identification of person authorizing release:** (The following information is needed for verification. Please complete all applicable items.)

Name of Member/Participant: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Address: (including Zip Code) \_\_\_\_\_

\_\_\_\_\_

Member ID card number (if applicable): \_\_\_\_\_ Group or Account Number on ID card: \_\_\_\_\_

Subscriber Name (if different from Member): \_\_\_\_\_ Subscriber's Relationship to Member: \_\_\_\_\_

Subscriber's Employer Name: \_\_\_\_\_ Subscriber's Social Security Number (if different from Member): \_\_\_\_\_

**If you have dual coverage as a Subscriber, please complete the following information as well:**

Subscriber's Employer Name: \_\_\_\_\_

Number on Member ID card: \_\_\_\_\_ Group or Account Number on ID card: \_\_\_\_\_

**I authorize the persons or entities below to receive the information:**

- Your or the Subscriber's Employer benefits representative
- Your or the Subscriber's Union representative
- Other \_\_\_\_\_

**Purpose of this release of information:**

\_\_\_\_\_

**This authorization expires:** \_\_\_\_\_ (to be completed by Member/Participant)  
(date or event)

I understand that information used or disclosed based on this authorization may be subject to re-disclosure by the recipient and will no longer be protected by federal privacy regulations.

- I understand that if information on this form is not complete, CIGNA HealthCare will return the form to me, and this request will not be considered until all information has been received by CIGNA HealthCare.
- I understand that I may revoke this authorization by sending a written request to the Privacy Office at the address shown below. You can obtain a form to revoke the authorization by calling CIGNA HealthCare member services at the number on your CIGNA HealthCare ID card. Any revocation will not be effective for any actions we already have taken.

# SIGNATURE

I have read and understand the above information:

Date: \_\_\_\_\_

Signature of Member/Participant, Parent/Guardian, Personal Representative \_\_\_\_\_

Relationship if person signing is other than Member/Participant: \_\_\_\_\_

**Note that, if not already provided, we will require verification of the authority of a Personal Representative before this request will be considered complete.**

If request is made by a Parent/Guardian, complete the following: Member/Participant is a minor \_\_\_\_ years of age. If you are making this request on behalf of a minor child, we may require additional information before this request is considered complete.

**The provision of treatment, payment, enrollment or eligibility for benefits does not depend on whether you sign this authorization. You should keep a signed copy of this authorization for your records, however, a copy of this signed authorization will be provided upon your request.**

*\*"CIGNA HealthCare" and "CIGNA" refers to various operating subsidiaries of CIGNA Corporation. Products and services are provided by these subsidiaries and not by CIGNA Corporation. These subsidiaries include Connecticut General Life Insurance Company, CIGNA Vision Care, Inc., Tel-Drug, Inc. and its affiliates, CIGNA Behavioral Health, Inc., Intracorp, and HMO or service company subsidiaries of CIGNA Health Corporation and CIGNA Dental Health, Inc.*

*A copy of this form will be submitted to the CIGNA HealthCare Privacy Office.*

**To return your completed form, please:**

Fax to: \_\_\_\_\_ at \_\_\_\_\_

**OR**

Mail to: \_\_\_\_\_

**OR**

Mail to: **CIGNA HealthCare Privacy Office, P.O. Box 5400, Scranton PA 18505**