

**Greenwich Ear, Nose & Throat  
Head & Neck Surgery**

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Greenwich, CT 06830  
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**Stamford Ear, Nose & Throat  
Head & Neck Surgery**

125 Strawberry Hill Avenue, Suite 103  
Stamford, CT 06902  
Phone: (203) 348-7797  
Fax: (203) 964-3140

**RECORDS RELEASE AUTHORIZATION**

Patient Name:

Phone Number:

Patient Address:

Street, City, State, Zip

Social Security Number #

Date of Birth:

"I hereby authorize Greenwich Ear, Nose & Throat-Head & Neck Surgery, P.C to make uses and disclosure of my protected health information (information pertaining to my medical records and/or finical records) as indicated below"

THIS INFORMATION IS TO BE DISCLOSED TO:

Name:

Attention of:

Street Address:

City/ State/Zip:

DESCRIPTION OF INFORMATION TO BE DISCLOSED:

FOR DATES OF TREATMENT FROM

TO

REASON FOR REQUESTED USE OR DISCLOSURE:

- ☐ Transfer of health coverage
- ☐ Personal use
- ☐ Form Completion
- ☐ Referral
- ☐ Change in health care provider

Other:

**Do not fill out this section unless you wish to change the expiration date of this authorization.**

This authorization expires in 6 months from the date signed at the bottom right of this form or earlier if stated below.

STATE EARLY EXPIRATION DATE

**TO BE READ AND SIGNED BY PATIENT:**

I understand the following:

- a) I may revoke this authorization at any time by providing written notice to the practice.
- b) I may not be able to revoke this authorization if the practice has already taken action utilizing authorization or if the authorization was obtained as a condition of obtaining insurance coverage.
- c) The practice will not condition treatment or payment based on signing this authorization.
- d) I am signing this authorization freely and under no pressure from any individual to do so.
- e) The information disclosed in this authorization may be subject to re-disclosure by the practice and no longer protected by federal law
- f) I acknowledge that I have has an opportunity to review this authorization and understand the intent and use.
- g) I may request and receive a copy of this completed and signed authorization form.
- h) **By signing this request I give permission for release of records that may include information relating to alcohol abuse, drug abuse, HIV (Aids) status, psychiatric problems and other sensitive medical information.**

Medical Records Copying Fees: 65¢ per page plus cost of mailing which is being billed in compliance with CT General Assembly Statutes, Section 20-7c

Patient Signature

Date

Signature of other Authorized Party

Relationship

Date

**OFFICE USE ONLY:**

Authorized by: