



COMMUNICATION CONSENT

It is the office policy of Keystone Surgical Associates and staff not to release confidential and/or unauthorized information by home telephone, answering machine, work telephone, voice mail, cell phone and/or pager. Whenever returning telephone calls and the answering machine picks up, we do not leave a message if the name or telephone number is not on the recorded message to identify the residence. Also, information will not be left with an unauthorized person who may answer the telephone.

I authorize Keystone Surgical Associates and/or their staff to leave medical information pertaining to my care by following methods and will assume responsibility to notify them whenever this information changes:

Home Telephone _____ yes no

Answering Machine _____ yes no

Work Telephone _____ yes no

Voice Mail _____ yes no

Cell Phone and/or Voice Mail _____ yes no

Pager _____ yes no

Fax medical records for referrals to another facility yes no

Reminder postcards, identifying our office and phone number yes no

If you would like to have information released to someone other than yourself please complete the following:

Please list names of authorized people:

Spouse: _____ yes no

Parent: _____ yes no

Other names (please list relationship such as boyfriend, fiancé, girlfriend, sister, etc.) _____ yes no

Printed Name _____

Patient/Guardian Signature: _____

Date: _____