

# The Practitioner's Toolbox: Policies and Procedures

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## **Appendices: Appendix A: HIPAA Forms**

### **Patient Forms**

- \*Notice of Privacy Practices
- \*Consent for the Use or Disclosure of Protected Health Information
- \*Authorization for the Use and Disclosure of Protected Health Information
- \*Patient Record of Disclosures
- \*Request for Accounting of Disclosures of Protected Health Information
- \*Request for Inspection of Protected Health Information
- \*Request for Amendment of Protected Health Information
- \*Request for Use by Patient When Access to PHI is Denied Based on a Review-able Reason
- \*Confidential Channel Communication Request
- \*Designation of Personal Representative
- \*Consent Form for Use of Language Interpreter
- \*Complaint Form

### **Office Forms**

- \*Confidential Report of Concern
- \*Business Associate Agreement
- \*Fax Audit
- \*Readiness Checklist
- \*Denial of Release of PHI to Attorneys or Others Letter

## **Appendix B: Personnel Forms**

- HIPAA Training Record
- Employee Safety Training Record
- Employee Folder Checklist Record

## **Appendix C: Registration Forms**

- Registration Form
- Assignment of Benefits
- Excuse Form

## **Appendix D: Other Forms**

- Adult History Form
- Discharge Summary
- Initial Intake Interview Record-Adult
- Initial Intake Interview Record-Child