



**PMG Research of Winston-Salem, LLC**  
**Medical Records Request Form**  
**1901 S. Hawthorne Road, Suite 306**  
**Winston-Salem, NC 27103**  
**Office: (336) 768-8062 Fax: (336) 760-2957**  
**Authorization for Use and Disclosure of Protected Health Information**  
**for Research Purposes**

Patient/Participant Name: \_\_\_\_\_  
Last First Middle/Maiden  
Address: \_\_\_\_\_  
Street Address City State Zip Code  
Date of Birth: \_\_\_\_\_

**Authorization:** I voluntarily authorize and direct the following Primary Care Physician (“PCP”) or health care provider (“Provider”) to use or disclose my health information during the term of this Authorization to PMG Research of Winston-Salem, LLC, 1901 S. Hawthorne Road, Suite 306, Winston-Salem, NC 27103 (“Recipient”):

Primary Care Physician: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Provider’s Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Hospitals or facilities where I have been treated or may be treated in the event of an emergency or surgery:  
(Initial if Applicable)

- \_\_\_ Novant Health Forsyth Medical Center (Fax # 336-718-9261)
  - \_\_\_ Moses Cone Memorial Hospital (Fax # 336-832-7271)
  - \_\_\_ VA Clinic (Kernersville) (Fax # 336-515-5301)
  - \_\_\_ VA Clinic (Salisbury) (Fax # 704-645-6279)
  - \_\_\_ Wake Forest Baptist Health (Fax # 336-716-5271)
- Other hospitals or facilities: \_\_\_\_\_

**To the recipient of this request:** Please call our office should there be any cost associated with mailing these records to us. Please note that if we are not contacted by telephone to discuss such a fee, our office will be under no obligation to render payment. We appreciate your cooperation and compliance with this procedure.

**Purpose:** I understand that the specific purpose for this authorization is to allow my health information to be used in an Institutional Review Board (IRB) approved research study conducted by the Recipient, of which I am a participant.

**Information to Be Disclosed:**

This Authorization permits the Provider/PCP to disclose the following health information. **PLEASE INITIAL EACH OF THE FOLLOWING CATEGORIES/TYPES OF HEALTH INFORMATION THAT YOU AUTHORIZE THE PROVIDER TO DISCLOSE:**

\_\_\_\_\_ All of my health information that the Provider/PCP has in his or her or its possession, including information relating to any medical history, mental or physical condition and any treatment received by me.

\_\_\_\_\_ All of my health information described above except for the following:

\_\_\_\_\_

\_\_\_\_\_ Only the following records or types of health information:

\_\_\_\_\_

**Re-disclosure:** I understand that once the Provider/PCP discloses my health information to the Recipient identified above, the Provider cannot guarantee that the Recipient will not re-disclose my health information to a third party. The third party may not be required to abide by this Authorization or applicable federal and state law governing the use and disclosure of my health information. I understand that my medical records/ health information will be used and shared with others by the Recipient to carry out the Research Study and as required by law. I understand that while every effort will be made by the Recipient to protect my health information, absolute privacy and confidentiality cannot be guaranteed.

If the requested portion of the record contains information pertaining to mental health or drug or alcohol treatment or contains HIV related information, you must specifically authorize the release of such information by initialing one or both of the following:

\_\_\_\_\_ I understand that if my record contains **information concerning mental health and/or drug and alcohol treatment**, I hereby authorize the release of such information.

\_\_\_\_\_ I understand that if my record contains **confidential HIV related information**, I hereby authorize the release of such information. Confidential HIV related information is any information indicating that a person had an HIV related test, or has HIV infection, HIV related illness or AIDS, or any information which could indicate that a person has been potentially exposed to HIV.

**Fee for Medical Records:** Any fees associated with the release of my health information by the Provider pursuant to this Authorization shall be borne by the Recipient:

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**Term of this Authorization:** This Authorization has no expiration and will remain in effect for one year after the Research Study completes or until I submit in writing to revoke my Authorization.

**Refusal to sign/Right to Revocation:** I understand that I may refuse to sign this Authorization for any reason and that such refusal will affect my eligibility to participate in the Research Study but not affect my ability to seek medical alternatives as described in the study consent form. In addition, I may change my mind and revoke (e.g., withdraw or cancel) this Authorization at any time by writing to the Recipient at the following address: PMG Research of Winston-Salem, LLC c/o PMG Research, Inc., 4505 Country Club Road, Suite 110, Winston-Salem, NC 27104. I understand that even if I revoke this Authorization, my health information and medical



records already obtained for the Research Study protocol may still be used and shared as necessary to maintain the integrity of the Research Study.

**Questions:** I may contact the Recipient for answers to my questions about the privacy of my health information. The Provider can be reached by phone at 336.608.3500 or by email at [privacyofficer@pmg-research.com](mailto:privacyofficer@pmg-research.com):

**Signature:**

\_\_\_\_\_  
Research Participant's Signature

\_\_\_\_\_  
Date

If the Patient is unable to sign this Authorization, I am the Legally Authorized Representative and have the authority to sign this Authorization.

\_\_\_\_\_  
Legally Authorized Representative's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Legal Relationship

\_\_\_\_\_  
Date

Witness Signature (applicable only if the patient or the Legally Authorized Representative signs with the letter "X")

\_\_\_\_\_  
Witness' Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date