

# College Park Family Care Center

## X-RAY Department Release

Email: PMMW.CP.HIM@hcahealthcare.com

Fax: 913-825-2765

Drop off at any College Park office location.

Drop off at Imaging Department 10600 Mastin, Overland Park, KS 66212

Office Use: Sticker Goes Here	Patient Name:	
	Address:	
	Phone Number:	Date of Birth:

(Completed by CPFCC staff? Please initial \_\_\_\_\_)

I authorize the College Park Family Care Center to release of the following type of images on the above named patient: (indicate body area and type of image-x-ray of..., CT or MRI of..., Mammograms year(s))

Indicate where the Xray film(s) or CD(s) will be going upon release: ('Self' or 'other provider by name')

- Film(s) is/are the property of College Park Family Care Center and is/are an important part of the permanent record that we are required by law to maintain for you as a vital part of your health care.
- Checked out of films will release College Park Family Care Center from responsibility for their care until they are returned to our files.
- CDs should not be returned and become property of the patient upon release.

By signing below, I authorize release of radiology records and agree to the return of film(s) released in the time frame stated above. I understand CD's copies do not need to be returned.

Print Name: \_\_\_\_\_ Sign Here: \_\_\_\_\_

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

### RELEASE INFORMATION TO: (Complete only one)

Release to Patient pick-up.

Released to Another Party: \_\_\_\_\_

Printed name of person picking up Relationship to patient

Signature of person picking up (sign at pick-up)

### FOR OFFICE USE ONLY

Return requirements if CD copy was NOT the method of release: (Radiology staff complete)

Film(s) are read. Must be returned within 30 days.

Permanent release. Become the property of the patient.

Identification checked  \_\_\_\_\_ (Type-i.e. Drivers license) \_\_\_\_\_

Date released

Signature of Staff releasing CD/films

Date CD/films Prepared

Signature of Staff preparing CD/films

CPFCC10.5.17