



## REQUEST FOR MEDICAL RECORDS

Tennessee Rural Health  
Post Office Box 313  
Columbia, TN 38402-0313  
1-877-874-8323  
Fax 931-840-8644

**ATTENTION PROVIDER: Any expense incurred in obtaining medical records is to be paid by the patient.**

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

Patient Name \_\_\_\_\_

Name \_\_\_\_\_

DOB \_\_\_\_\_

Address \_\_\_\_\_

County \_\_\_\_\_

City, St. Zip \_\_\_\_\_

The following medical information is a requirement for individuals, age 40 and older, who are applying for coverage with TRH Health plans and can be submitted with your application.

This information submitted may result in the TRH Medical Underwriting department requesting further medical information to adequately underwrite your application. Prompt return of **all** information requested below is necessary to complete the underwriting procedure. The applicant is encouraged to keep a personal copy of all medical records submitted to TRH. To obtain a copy of medical records from TRH, the applicant must contact the TRH Privacy Office. There will be a charge for the return of medical records.

### **PLEASE SUBMIT THE FOLLOWING MEDICAL INFORMATION:**

- 1. Photocopy of any medical records within the past 12 months from your primary physician.**
- 2. Current height, weight, and blood pressure readings done within the last 6 months.**
- 3. Fasting Lipid (Cholesterol) panel results done within the last 12 months.**
- 4. Fasting Glucose (Sugar) results done within the last 12 months.**
- 5. List of current medications and conditions for which medications were prescribed.**

**WE MUST HAVE THE ABOVE INFORMATION TO PROCESS YOUR APPLICATION. If you have questions, please call toll free 1-877-874-8323.**

**Attention: Please mail medical records to the address listed above, or you may fax medical records including this cover sheet to 931-840-8644.**

See the attached Patient Authorization for Release of Protected Health Information.

# AUTHORIZATION FOR

## RELEASE OF PROTECTED HEALTH INFORMATION

THIS AUTHORIZATION COMPLIES WITH THE HIPAA PRIVACY REGULATIONS

Patient Name: \_\_\_\_\_ Address: \_\_\_\_\_

SS#: \_\_\_\_\_ DOB: \_\_\_\_\_

**A. Who May Disclose:** I hereby authorize the following persons or entities to release health information: (1) licensed health care professionals that have treated or are treating the Patient; (2) allied health care professionals that have treated or are treating the Patient; (3) health care facilities that have treated or are treating the Patient; (4) mental health care facilities and professionals that have treated or are treating the Patient; & (5) \_\_\_\_\_

**B. Information to be Disclosed:** The information requested pertains to medical information relevant to the Patient's suitability for health coverage or any claim made against such health coverage. This includes any and all information concerning the Patient's medical care, treatment or advice, including medical or other care records, diagnosis & pharmacy information deemed necessary by TRH Health Plans ("TRH") to issue health coverage or determine the Patient's eligibility for enrollment and/or claims payment. This specifically authorizes the release of information relating to: Substance abuse (including drug and/or alcohol abuse); Mental health (*excluding psychotherapy notes*); and HIV related information (AIDS related testing or treatment). **The Patient/Patient's Representative specifically authorizes the disclosure and release of his/her entire medical record upon request of TRH.**

**C. Please release the information to the following organizations:**

**TRH Health Plans**  
P.O. Box 313, Columbia TN 38402-0313

**BlueCross BlueShield of Tennessee** (the Administrator)  
1 Cameron Hill Circle, Chattanooga, TN 37402

**D. Purpose:** This disclosure is at my request for the purposes of underwriting, premium determination, or claims administration or adjudication, including without limitation, appraising Patient's application for health coverage and determining eligibility for enrollment and/or claims payment.

**E. Right to Refuse:** I acknowledge that signing this Authorization is voluntary and I have the right to refuse to sign this Authorization; however, if I refuse to sign this Authorization, I understand that TRH may not be able to gather the information necessary to determine if I am, or an unemancipated minor child is, eligible for coverage by TRH. Further, I understand that I may refuse to sign this Authorization and that a health care provider that is a covered entity may not condition treatment, payment, enrollment in its health plan, or eligibility for benefits on my signing this Authorization.

**F. Revocation:** I acknowledge that I may revoke this Authorization at any time by sending a written notice to the **TRH Privacy Officer at P.O. Box 313, Columbia, TN 38402-0313**. However, the revocation will not have any effect on any disclosures that a person or entity may have made in reliance on this Authorization before the revocation was received. Furthermore, I acknowledge that if I revoke this Authorization my application for health coverage may be declined or claims for benefits may be denied.

**G. Expiration:** I acknowledge that unless I revoke this Authorization, it will remain in effect from the date hereof and continue in effect until the later of 1) a period of one (1) year from the date of execution, or 2) until the application is denied or, 3) if the application is approved, for as long as necessary for any claims to be adjudicated.

**H. Redisclosure:** I acknowledge that information used or disclosed in accordance with this Authorization may no longer be protected by federal law, and could be redisclosed by the receiving party, but will not be redisclosed by TRH except as authorized by me or as required by law.

**I. Certification:** I certify that I am (*check whichever applies*):

- the Patient, and the identification that I have provided is true and correct.
- the Patient's authorized representative, with authority to consent to treatment and release of information on behalf of the Patient, and the identification that I have provided is true and correct. My relationship to the Patient is that of: \_\_\_\_\_

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature: \_\_\_\_\_ SS#: \_\_\_\_\_ DOB: \_\_\_\_\_

Print Name: \_\_\_\_\_  
Patient / Legal Guardian / Patient Representative