Confidential Fax Cover sheet

CONFIDENTIAL HEALTH INFORMATION ENCLOSED

Health Care Information is personal and sensitive information related to a person's health care. It is being faxed to you after appropriate authorization from the participant or under circumstances that do not require participant authorization. You, the recipient, are obligated to maintain it in a safe, secure and confidential manner. Redisclosure without additional participant consent or as permitted by law is prohibited. Unauthorized re-disclosure or failure to maintain confidentiality could subject you to penalties described in federal and state law.

Date: ____________________
Time: ____________________
Number of pages: ____________________

Sender Information
Name: ____________________
Telephone Number: ____________________
Fax Number: ____________________

Recipient Information
Name: ____________________
Telephone Number: ____________________
Fax Number: ____________________

Sender, please ensure that proper authorization, as required by law, has been received for the transmittal of this facsimile. Do not include references to PHI in the message section below:

Message:

________________________________________
________________________________________
________________________________________

Recipient – please contact the sender at the number listed to verify receipt of this facsimile.

IMPORTANT WARNING: This message is intended for the use of the person or entity to which it is addressed, and may contain information that is confidential and legally restricted, the disclosure of which is governed by applicable law. If the reader of this message is not the intended recipient, or the employee or agent responsible to deliver it to the intended recipient, the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this information is STRICTLY PROHIBITED. If you have received this message by error, please notify us immediately and destroy the related message.