



Designation of Personal Representative

NAME: _____

DOB: _____ Two identifiers needed

MRN: _____

I hereby designate the following Personal Representative to assist me in exercising my health information rights under the New Hampshire Patients' Bill of Rights and the federal HIPAA Privacy Rule, as indicated below:

Name _____ Relationship _____

Address _____ Phone Number _____

Verbal Conversations:

I permit the staff at Dartmouth-Hitchcock (comprised of Mary Hitchcock Memorial Hospital and Dartmouth-Hitchcock Clinics), Cheshire Medical Center, Alice Peck Day Memorial Hospital (APD) and New London Hospital to discuss my protected health information, in person or by telephone, with the person named above. This includes the ability to make, cancel, or reschedule appointments on my behalf and assist me in making payments or inquiring about my billing account.

Other:

In addition, I grant my Personal Representative the following:

- Proxy access to my "myD-H" patient portal account;
- The ability to request or receive paper or electronic copies of my medical records
- The ability to authorize use or disclosure of my protected health information;
- If my Personal Representative is an employee of Dartmouth-Hitchcock, Cheshire Medical Center, APD, or New London Hospital the ability to access my entire medical record electronically.

I understand and acknowledge that the protected health information I am authorizing Dartmouth-Hitchcock, Cheshire Medical Center, APD, and New London Hospital to share with my Personal Representative may contain drug/alcohol abuse, mental health, HIV, and/or genetic testing information.

I understand and acknowledge that this designation applies to all clinical areas of Dartmouth-Hitchcock, Cheshire Medical Center, APD and New London Hospital.

This authorization shall remain in effect until I send a written request to revoke to Dartmouth-Hitchcock, Cheshire Medical Center, APD, or New London Hospital Health Information Services. Submitting a new form will revoke an existing form.

Patient's Printed Name

Date

Signature of Patient or Legal Representative

Legal Representative's Name (if applicable)

"Dartmouth-Hitchcock Health (D-HH)" is the corporate parent of the covered entities listed below, each of which is an individual corporate entity legally separate and distinct from Dartmouth-Hitchcock Health. Member organizations include: Alice Peck Day Memorial Hospital, Cheshire Medical Center, Mary Hitchcock Memorial Hospital and D-H Clinic, operating jointly as "Dartmouth-Hitchcock," Mt. Ascutney Hospital and Health Center, New London Hospital, and the Visiting Nurses and Hospice for VT and NH. The D-H ACE comprises only of D-HH members who are currently using a single, integrated electronic medical record system, sometimes referred to as "eD-H."