



FORM C

**REQUEST TO LIMIT
PROTECTED HEALTH INFORMATION**

Patient Name: _____

Date of Birth: _____ SSN: XXX-XX- _____

Address where you want the amendment response sent:

NOTICE TO PATIENT: Your request to limit your protected health information **only** applies to the information maintained by the Alabama Department of Public Health (hereinafter "ADPH"). If you would like to request a limitation of your protected health information created and maintained by any other health care provider, a separate request must be submitted to that provider.

REQUESTED AMENDMENT:

I request that ADPH limit (describe the information you would like restricted):

I request the limitations described above to be made to the protected health information in my designated record set (medical record) maintained or created by ADPH.

Date of record or information you would like to limit: _____

I would like this information limited because (state specific reason for request):

[Signature/Title, if legal representative*]

Date

*May be requested to submit evidence of representative status.

REQUEST APPROVED:

By: _____
Signature Title Date

REQUEST DENIED:

By: _____
Signature Title Date

Reason for Denial:

- The information was not created by ADPH.
- The information is not part of your Designated Record Set.
- The information is not available for your inspection pursuant to the ADPH's policy regarding individual access because _____
- The information is accurate and complete.

If your request to limit your protected health information is denied, you may submit a written statement of your disagreement with the denial. Send the statement of disagreement to:

Privacy Officer
Alabama Department of Public Health
201 Monroe Street, Suite 1540
Montgomery, AL 36104
(334) 206-9324

After submitting your disagreement in writing, you will be given an opportunity for a hearing on why your request was denied. You will receive sufficient notice of the time and place that the hearing will be held.

*****Retain for minimum of 6 years*****