

San Diego Unified School District
Counseling and Guidance Department

AUTHORIZATION FOR USE OR DISCLOSURE OF INFORMATION TO AND FROM SCHOOLS

Completion of this document authorizes the disclosure and/or use of individually identifiable information, as set forth below, consistent with California and Federal laws (e.g., HIPAA) concerning the privacy of such information. Failure to provide all information requested may invalidate this authorization.

USE AND DISCLOSURE INFORMATION:

Patient/Student Name: _____ / _____
Last First MI Date of Birth

I, the undersigned, do hereby authorize (name of provider and/or agency):

(1) _____ (2) _____
to provide information from the above named child's record to and from:

_____ / _____
School District to Which Disclosure is Made Address / City and State / Zip Code

_____ / _____
Contact Person at School District Area Code and Telephone Number

Disclosure of information is required for the following purpose: academic and school adjustment
Requested information shall be limited to the following: All minimum necessary information; **or**
 Specific information as described: _____.

DURATION:

This authorization shall become effective immediately and shall remain in effect until _____ (*enter date*)
or for one year from the date of signature, if no date entered.

RESTRICTIONS:

California law prohibits the requestor from making further disclosure of my information unless the Requestor obtains another authorization form from me or unless such disclosure is specifically required or permitted by law.

YOUR RIGHTS:

I understand that I have the following rights with respect to this Authorization: *I may revoke this Authorization at any time. My revocation must be in writing, signed by me or on my behalf, and delivered to the health care agencies/persons listed above. My revocation will be effective upon receipt, but will not be effective to the extent that the Requestor or others have acted in reliance to this Authorization.*

RE-DISCLOSURE:

I understand that the requestor (School District) will protect this information as prescribed by the Family Educational Rights and Privacy Act (FERPA) and that the information becomes part of the student's educational record. The information will be shared with individuals working at or with the School District for the purpose of providing safe, appropriate, and least restrictive educational settings, school services and programs. **I have a right to receive a copy of this Authorization. Signing this Authorization may be required in order for this student to obtain appropriate services in the educational setting.**

APPROVAL:

_____	_____	_____
Print Student Name	Signature	Date
_____	_____	_____
Print Parent/Guardian Name	Signature	Date