



# NORTH EAST MEDICAL SERVICES

東北醫療中心

Attn: HIS Department

2171 Junipero Serra Blvd, Daly City, CA 94014

Tel: +1 (888) 500-1886 | Fax: (415) 933-6843

Email: eroi@nems.org

NEMS MRN: \_\_\_\_\_

NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

EMAIL: \_\_\_\_\_

## AUTHORIZATION TO DISCLOSE HEALTH INFORMATION AUTORIZACIÓN PARA DIVULGAR INFORMACIÓN DE SALUD

Clinic Location Ubicación de la clínica: \_\_\_\_\_

Completion of this document authorizes the use or disclosure of health information about you.  
Al completar este documento usted autoriza el uso o divulgación de su información de salud.

I AUTHORIZE | Yo autorizo

TO DISCLOSE TO | Para divulgar a

\_\_\_\_\_  
Name of Disclosing Party | Nombre de la Parte Divulgadora

\_\_\_\_\_  
Name of Recipient | Nombre del destinatario

\_\_\_\_\_  
Address/Email Address/Fax Number  
Dirección/Dirección de correo electrónico/Número de fax

\_\_\_\_\_  
Address/Email Address/Fax Number  
Dirección/Dirección de correo electrónico/Número de fax

\_\_\_\_\_  
City | Ciudad State | Estado Zip Code | Código postal

\_\_\_\_\_  
City | Ciudad State | Estado Zip Code | Código postal

### SPECIFY THE HEALTH INFORMATION FOR DATES OF SERVICE

Especificar la información de salud para las fechas de servicio:

From | Desde: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Month | Mes Day | Día Year | Año

To | Hasta: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Month | Mes Day | Día Year | Año

**By checking the box(es) below, I specifically authorize release of the following:**

**Al marcar la(s) casilla(s) a continuación, autorizo específicamente la divulgación de lo siguiente:**

- |   |  |
|---|--|
| <input type="checkbox"/> Complete Medical Information | <input type="checkbox"/> Radiology Reports (CT, MRI, X-Rays, etc.) |
| Información médica completa                           | Informes radiológicos (TC, IRM, RX, etcétera)                      |
| <input type="checkbox"/> Immunizations                | <input type="checkbox"/> Office Visit Notes                        |
| Vacunas   | Notas de visita médica   |
| <input type="checkbox"/> Other   Otro: _____          | <input type="checkbox"/> Lab/Pathology Reports                     |
|   | Informes de laboratorio/patología                                  |

**PROTECTED CLASSES OF INFORMATION** By checking the box(es) below, I specifically authorize release of the following: **CLASES DE INFORMACIÓN PROTEGIDAS** Al marcar la(s) casilla(s) a continuación, autorizo específicamente la divulgación de lo siguiente:

- |  |  |
|--|--|
| <input type="checkbox"/> Drug and Alcohol Abuse Diagnosis or Treatment Records   | <input type="checkbox"/> HIV Test Results        |
| Registros de diagnóstico o tratamiento de abuso de drogas y alcohol              | Resultados de prueba VIH                         |
| <input type="checkbox"/> Mental/Behavioral Health Diagnosis or Treatment Records | <input type="checkbox"/> Genetic Testing Results |
| Registros de diagnóstico o tratamiento de salud mental/conductual                | Resultados de pruebas genéticas                  |
| <input type="checkbox"/> Gender Affirming, Abortion/Contraception Services       | <input type="checkbox"/> Psychotherapy Notes     |
| Servicios de Afirmación de Género, Aborto/Anticoncepción                         | Notas de Psicoterapia                            |



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**REQUESTED FORMAT:** (Please select one) / **FORMATO SOLICITADO:** (Por favor, seleccione uno)

- Email (encrypted)       Email (unencrypted)\*\*       Patient Portal       Fax  
 Email (cifrado)              Email (sin cifrar)\*\*              Portal del Paciente
- Sharing of PHI (to authorize exchange between the organizations/persons listed above.)  
 Intercambio de Información de Salud Protegida (para autorizar el intercambio entre las organizaciones/  
 personas mencionadas anteriormente).

**Paper:**       Paper: Pick-up              OR

**Impreso:**      Impreso: Presencial              O

Paper: Mail (\$0.25/page fees may apply)

Impreso: Correo (se puede cobrar una tarifa de \$0.25 por página)

**\*\*Note:** Sending information over unencrypted email is not secure and increases risks that your information could be intercepted, viewed, copied, or shared by an unauthorized third party. By selecting the "Email (unencrypted)" option, I acknowledge that NEMS has warned me of the risks, and I still prefer and give permission to NEMS to send the requested records through unencrypted e-mail. \*\* If you are requesting information to be sent to yourself or to a third party under your right of access to your health information, you may choose unencrypted email. If this authorization request is from a third party, NEMS must send the information in a secure manner.

**\*\*Nota:** El envío de información a través de correo electrónico no cifrado no es seguro y aumenta los riesgos de que su información pueda ser interceptada, vista, copiada o compartida por un tercero no autorizado. Al seleccionar la opción "Correo electrónico (sin cifrar)", reconozco que NEMS me ha advertido de los riesgos, y aún prefiero y doy permiso a NEMS para enviar los registros solicitados a través de correo electrónico sin cifrar. \*\* Si solicita que se le envíe información a usted o a un tercero en virtud de su derecho de acceso a su información de salud, puede elegir correo electrónico sin cifrar. Si esta solicitud de autorización es de un tercero, NEMS debe enviar la información de manera segura.

### The release of the above-specified information is for the purpose of

La divulgación de la información especificada anteriormente tiene como finalidad

- Patient/Legal Representative Request  
Solicitud del Paciente/Representante Legal
- Disability Eligibility                       Continuity of Care  
Elegibilidad para discapacitados                      Continuidad de atención
- Continuing Medical Care by NEMS Provider:  
Atención médica continua por parte del proveedor de NEMS: \_\_\_\_\_
- Other  
Otro \_\_\_\_\_



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**DURATION:** This authorization will be effective on the date of my signature and will remain in effect for one (1) year from the date of signature unless a different date is specified here

**DURACIÓN:** Esta autorización entrará en vigor en la fecha de mi firma y permanecerá en vigor durante un (1) año a partir de la fecha de la firma, a menos que se especifique una fecha diferente a continuación \_\_\_\_\_ (Date | Fecha)

**REVOCACTION:** I understand that I may revoke this authorization at any time by writing to NEMS Member Services Department 1520 Stockton St., San Francisco, CA 94133. My revocation will be effective upon receipt but will not apply to any information that was disclosed based on this authorization before the revocation is received.

**REVOCACIÓN:** Entiendo que puedo revocar esta autorización en cualquier momento escribiendo al Departamento de Servicios para Miembros de NEMS 1520 Stockton St., San Francisco, CA 94133. Mi revocación entrará en vigor a partir de la recepción, pero no se aplicará a ninguna información que se haya divulgado sobre la base de esta autorización antes de que se reciba la revocación.

**REDISCLOSURE:** I understand that once my health information is disclosed, it may no longer be protected by the federal regulations governing the privacy and security of health information.

**REDIVULGACIÓN:** Entiendo que una vez que se divulgue mi información de salud, es posible que ya no esté protegida por las regulaciones federales que rigen la privacidad y seguridad de la información de salud.

**MY RIGHTS:** I understand that I may refuse to sign this authorization and NEMS may not condition my treatment, payment, enrollment in a health plan or eligibility for health care benefits on my decision to sign this authorization, except where disclosure is necessary for treatment or eligibility for health care benefits. I understand that I may request a copy of this authorization.

**MIS DERECHOS:** Entiendo que puedo negarme a firmar esta autorización y NEMS no puede condicionar mi tratamiento, pago, inscripción en un plan de salud o elegibilidad para los beneficios de atención médica sobre mi decisión de firmar esta autorización, excepto cuando la divulgación sea necesaria para el tratamiento o la elegibilidad para los beneficios de atención médica. Entiendo que puedo solicitar una copia de esta autorización.

\_\_\_\_\_  
Signature of Patient or Legal Representative\*  
Firma del paciente o representante legal

\_\_\_\_\_  
Date  
Fecha

\_\_\_\_\_  
Name of Legal Representative  
Nombre del representante legal

\_\_\_\_\_  
Relationship of Legal Representative  
Relación del Representante Legal



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\_\_\_\_\_  
Signature of Witness (Required if patient is unable to sign)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Firma del testigo (se requiere si el paciente no puede firmar)

\_\_\_\_\_  
Fecha

STAFF USE ONLY: (please initial if applicable)			
Form Assisted by: _____	Faxed by: _____	Record Released by: _____	Date _____

## NONDISCRIMINATION DISCLOSURE

In this Disclosure, we use terms like “we” “our” or “us” to refer to North East Medical Services (NEMS) and NEMS PACE. This notice is available on our website at [nems.org](https://nems.org). We comply with applicable Federal civil rights laws and does not differentiate, exclude, or discriminate against any individual on the basis of race, color, creed, religion (e.g., religious dress and grooming practices), age (e.g., those over 40), sex/gender (e.g., sex characteristics, intersex traits, pregnancy, childbirth, breastfeeding and/or related medical conditions), gender identity, gender expression, sexual orientation, sex stereotypes, marital status, medical condition (e.g., genetic characteristics, cancer or a record or history of cancer), military or veteran status, national origin (e.g., limited English proficiency, language use and possession of a driver’s license issued to persons unable to prove their presence in the United States is authorized under federal law), ancestry, disability (e.g., mental and physical, including HIV/AIDS, and cancer), genetic information, retaliation for reporting patient abuse in tax-supported institutions, enrollment in a Health Benefit Plan, state of health, need for health services, status as a litigant, status of a Medicare or Medicaid beneficiary, source of payment for care, or any other basis prohibited by law.

We:

- Provide people with disabilities reasonable modifications and free appropriate auxiliary aids and services to communicate effectively with us, such as:
  - Qualified sign language interpreters
  - Written information in other formats (e.g., large print, audio, accessible electronic formats, other formats).
- Provide free language services to people whose primary language is not English, such as:
  - Qualified interpreters
  - Information written in other languages

If you need reasonable modifications, appropriate auxiliary aids and services, or language assistance services, contact NEMS at 1-888-500-1886 or NEMS PACE at 1-888-981-8909.

### How to file a grievance with NEMS or NEMS PACE

If you believe that we failed to provide these services or discriminated in another way based on any of the characteristics listed above, you can file a grievance with our Member Services. If you need help filing a grievance, our Member Services Department is available to help you.

- **By phone:** Call NEMS 1-888-500-1886, NEMS PACE 1-888-981-8909
- **By mail:** Call us and ask to have a form sent to you.
- **In person:** Visit the Member Services Department.

You may also contact our Civil Rights Coordinator  
Attn: NEMS Section 1557 Coordinator  
North East Medical Services  
1520 Stockton Street  
San Francisco, CA 94133  
NEMSSection1557@nems.org

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### How to file a grievance with U.S. Department of Health and Human Services, Office of Civil Rights

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights

- **By phone:** Call 1-800-368-1019 (TTY 711 or 1-800-537-7697)
- **By mail:** Fill out a complaint form or send a letter to:  
U.S. Department of Health and Human Services  
200 Independence Avenue, SW  
Room 509F, HHH Building  
Washington, D.C. 20201  
Complaint forms are available at:  
<http://www.hhs.gov/ocr/office/file/index.html>
- **Online:** Visit the Office of Civil Rights Complaint Portal at:  
<https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>



**NOTICE OF AVAILABILITY OF LANGUAGE ASSISTANCE SERVICES AND AUXILIARY AIDS AND SERVICES**

▶ **Spanish (Español)**

Si habla español, se encuentran disponibles servicios de asistencia lingüística gratuitos y ayudas/servicios auxiliares.

▶ **Chinese (中文)**

如果您說中文，我們可提供免費語言協助和輔助設施服務。

▶ **Vietnamese (Tiếng Việt)**

Nếu quý vị nói tiếng Việt, chúng tôi có thể cung cấp dịch vụ hỗ trợ ngôn ngữ miễn phí và các thiết bị và dịch vụ hỗ trợ phù hợp.

▶ **Japanese (日本語)**

日本語を話す場合は、無料の言語支援および補助器具/サービスが利用可能です。

▶ **Korean (한국어)**

한국어를 하신다면, 무료 언어 지원 및 보조 기기/서비스를 이용하실 수 있습니다.

▶ **Tagalog (Tagalog)**

Kung nagsasalita ka ng Tagalog, mayroong libreng serbisyo ng tulong sa wika at mga pantulong na kagamitan/serbisyo na magagamit.

▶ **Armenian (Հայերեն)**

Եթե դուք խոսում եք հայերեն, անվճար լեզվապահ օգնություն և լրացուցիչ ծառայությունները հասանելիությունն կա:

▶ **Arabic (العربية)**

خدمات تتوفر ، العربية تتحدث كنت إذا الخدمات/والمساعدات اللغوية المساعدة مجانًا المساعدة.

▶ **Persian (فارسی)**

کمک خدمات ، کنیدی صحبت فارسی زبان به اگر دسترس در رایگان کمکی خدمات/وسایل و زبانی است .

▶ **Russian (Русский)**

Если вы говорите по-русски, бесплатная языковая помощь и вспомогательные средства/услуги доступны.

**Member Services – California**

1520 Stockton Street  
San Francisco, CA 94133  
1-888-500-1886  
TTY: 1-800-735-2929  
NEMS.org - Rev. 11/2025

**Member Services – Nevada**

5580 W. Flamingo Road, Suite 105  
Las Vegas, NV 89103  
1-888-500-1886  
TTY: 1-800-326-6868

**NEMS PACE**

728 Pacific Avenue, 2<sup>nd</sup> floor  
San Francisco, CA 94133  
1-888-981-8909  
TTY: 1-800-735-2929

▶ **Thai (ไทย)**

หากคุณพูดภาษาไทย มีบริการช่วยเหลือทางภาษาและอุปกรณ์ /บริการเสริมฟรีให้บริการ

▶ **Amharic (አማርኛ)**

እርስዎ አማርኛ ከሚናገሩ ከሆነ፣ የቋንቋ እርዳታ እና ተጨማሪ አገልግሎቶች በነፃ ይገኛሉ።

▶ **French (Français)**

Si vous parlez français, des services d’assistance linguistique gratuits et des aides/services auxiliaires sont à votre disposition.

▶ **German (Deutsch)**

Wenn Sie Deutsch sprechen, stehen Ihnen kostenlose Sprachhilfe und Hilfsmittel/Dienste zur Verfügung.

▶ **Ilocano (Ilocano)**

No agsao kayo ti Ilocano, adda libre a tulong iti lengguahe ken dagiti kagawaan/serbisio nga makatulong.

▶ **Samoan (Samoa)**

Afai e te tautala i le gagana Samoa, e avanoa auaunaga fesoasoani i gagana ma meafaigaluega /aunaga fesoasoani e aunoa ma se togoti

▶ **Hindi (हिन्दी)**

यदि आप हिन्दी बोलते हैं, तो मुफ्त भाषा सहायता और सहायक उपकरण/सेवाएँ उपलब्ध हैं।

▶ **Hmong (Hmoob)**

Yog koj hais lus Hmoob, muaj kev pab txhais lus dawb thiab cov cuab yeej/kev pab ntxiv muaj.

▶ **Mon-Khmer, Cambodian (ភាសាខ្មែរ)**

ប្រសិនបើអ្នកនិយាយភាសាខ្មែរ មានសេវាជំនួយភាសាដោយឥតគិតថ្លៃ និងឧបករណ៍/សេវាជំនួយផ្សេងទៀតមានស្រាប់។

▶ **Punjabi (ਪੰਜਾਬੀ)**

ਜੇ ਤੁਸੀਂ ਪੰਜਾਬੀ ਬੋਲਦੇ ਹੋ, ਤਾਂ ਮੁਫਤ ਭਾਸ਼ਾ ਸਹਾਇਤਾ ਅਤੇ ਸਹਾਇਕ ਸਹਾਇਤਾ/ਸੇਵਾਵਾਂ ਉਪਲਬਧ ਹਨ।