



Request for Confidential Communications Form

HIM# 1411s

<i>Patient's Name</i>		<i>Date of Birth</i>	
<i>Patient's Address</i>		<i>City</i>	<i>State</i>
<i>Phone #</i>		<i>Medical Record #</i>	

CONFIDENTIAL COMMUNICATIONS REQUEST

I request confidential communications to me from UNC HCS in the following alternative location or manner (please be as specific as possible. For example: "Please only send written communications to me at the following address 123 Main Street, Skyler, North Carolina, 27725"; or "please call me for any health care communication only at the following phone number: 919-111-1212")

I understand that UNC HCS is not required by law to accept my request, but will make every effort to accommodate reasonable requests for alternative means of communication. If alternative means of billing have been requested, UNCHCS may request information as to how payment will be handled before accommodating the request.

I understand that if this request is accepted and put into place, it may make the ability of UNCHCS to communicate with me more difficult and/or less effective.

<i>Signature of Patient</i>	<i>Date</i>	<i>Time</i>
<i>OR Signature of Authorized Representative</i>	<i>Date</i>	<i>Time</i>
<i>Printed Name of Authorized Representative</i>	<i>Phone Number of Authorized Representative</i>	

Explain Representative's authority to act on behalf of the Patient:



Request for Confidential Communications Form

HIM# 1411s

Please send your completed Request for Confidential Communications Form by fax or mail to the entity listed below:	
For:	Send to:
UNC Health Care System/UNC Medical Center Caldwell Memorial Hospital Chatham Hospital Rex Healthcare / Rex Hospital UNC Physicians Network	UNC Health Care System Privacy Office 211 Friday Center Drive, Chapel Hill, NC 27517 (fax) 984-974-1307; (phone) 984-974-11069 privacy@unchealth.unc.edu
Johnston Health	UNC Johnston Health Compliance, Risk and Internal Audit 509 N. Bright Leaf Blvd. / P.O. Box 1376, Smithfield, NC 27577 (fax) 919-590-6321; (phone) 919-938-7121
Margaret R. Pardee Memorial Hospital	Margaret R. Pardee Memorial Hospital, Attn: Privacy Officer 800 N. Justice Street, Hendersonville, NC 28791 (fax) 828-696-4657; (phone) 828-696-4657
Nash Healthcare System / Nash Hospitals	Nash UNC Health Care, Attn: Compliance Officer 2460 Curtis Ellis Drive, Rocky Mount, NC 27804 (phone) 252-962-3342
Lenoir Memorial Hospital	UNC Lenoir Health Care, Attn: Privacy/Security Officer 100 Airport Road, Kinston, NC 282501 (fax) 252-522-7251; (phone) 252-522-7888
Wayne UNC Health Care	Wayne UNC Health Care, Attn: Privacy Officer 2700 Wayne Memorial Drive, Goldsboro, NC 27534 (phone) 919-731-6462
UNC Rockingham Health Care / Rockingham Hospital	UNC Rockingham, Attn: Audit, Compliance Privacy 117 E Kings Hwy, Eden, NC 27288 (phone) 336-627-6186

UNC HEALTH CARE SYSTEM INTERNAL USE ONLY	
<i>Date Received:</i>	<i>Accepted or Denied:</i> <input type="checkbox"/> Accepted <input type="checkbox"/> Denied
<i>If denied, state reason for denial:</i>	
<i>Method used to communicate decision to the patient:</i>	
Signature/Title of Staff Member	Date:

