

REQUEST FOR CONFIDENTIAL COMMUNICATIONS FORM

The Kenton County Airport Board (“Board”) considers your medical and billing information confidential. You have the right to request we communicate with you about medical and billing matters by an alternative delivery (e.g., mail, phone) or alternative location (e.g., address, phone number).

The Board will review all requests and accept those we can reasonably accommodate. We will not ask the reason for your request, but we may ask how payment will be handled. Your request will be in effect until you change or rescind it by submitting a new request through another use of this form.

1. Individual Information

Last Name		First Name		Middle Initial
I.D. Number (If Applicable)	Social Security Number	Birth Date (MM/DD/YYYY)		
Street Address			City, State and Zip Code	
Daytime Telephone Number (include area code)				
This is a:				
<input type="checkbox"/> New Request		<input type="checkbox"/> Change to Prior Request		
<input type="checkbox"/> Withdrawal of Previous Request				

2. Request for Confidential Communication

I request that the Board accommodate the following for confidential communications (check the delivery method and address or phone number):

- Delivery Address: _____

- Telephone: _____

Other:

The information for which the request for confidential communications is made:

All PHI

Other:

If such request is granted, this request will only apply to the communications you designated above.

Signature of Individual		Date
Printed Name of Individual		
Individual's Street Address	City, State and Zip Code	
Signature of Individual's Legal Representative (if applicable)		Date
Printed Name of Individual's Legal Representative (if applicable)		

If this request is signed by the Individual's Legal Representative, you must furnish a copy of the health care power of attorney or other relevant document legally authorizing the Legal Representative to act on behalf of the Individual,, as applicable.

<p>Return this completed form to: Kenton County Airport Board Scott Gibbons Vice President Business Administration P.O. Box 752000 Cincinnati, Ohio 45275-2000 Facsimile: 859-767-7813</p>
