



Patient Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Medical Record #: \_\_\_\_\_

**Authorization for Adult Proxy Access to MyChart** (Last up-dated 8-30-16)

I authorize and request Duke University Health System\* and Private Diagnostic Clinic PLLC\* (“Duke”) to grant my designated personal representative identified below (Proxy) access to portions of my electronic protected health information, including, clinical and billing information, maintained through Duke MyChart.

Proxy Name: \_\_\_\_\_

Email: \_\_\_\_\_

Address: Street: \_\_\_\_\_

City State Zip

**Electronic Protected Health Information in Duke MyChart**

Secured Messaging	Appointments	Test Results	Medications
Allergies	Immunizations	Preventive Care	Medical History
Hospital Admission	Track My Health	Billing & Insurance	My Account Letters
Diagnosis	Current Health Issues		

**I Understand That**

- Information to be released in Duke MyChart may include mental health, substance abuse or STD diagnosis, treatment or medications
- I may *revoke* this proxy authorization at any time by clicking the “Revoke access” button while logged into my Duke My Chart account, by accessing the section titled “My Account,” and then opening the sub-section titled “My Family’s Records, “where I will see a list titled “Who can view my record?” I can also ask my provider to revoke this access, I can call Duke Medicine Health Information Management at 919-384-7119 or I can send written notice to **DUHS Health Information Management, Box 3016, Durham, NC 27710**. Such revocation shall not affect disclosures prior to the revocation.
- Information disclosed pursuant to the authorization may be subject to *redisclosure* by the Proxy and may no longer be protected by the HIPAA Privacy Rule.
- This authorization is voluntary. If I do not sign or I revoke this authorization, Duke will still provide treatment to me and will seek payment for services provided.
- This authorization is valid unless and until I revoke the Proxy’s access.

**Expiration**

I understand that Duke MyChart access is a privilege, not a right, and that my Proxy must agree to comply with the Duke MyChart Terms and Conditions. DUHS will provide my Proxy an activation code and instructions for accessing electronic protected health information about me in Duke MyChart. If my Proxy does not accept and at all times comply with the Terms and Conditions, I understand that DUHS may deny my Proxy access or revoke my Proxy’s access Duke MyChart. I also understand that Duke may deny my Proxy access or revoke my Proxy’s access for any reason and at any time in Duke’s sole discretion.

\_\_\_\_\_  
Signature of Patient

\_\_\_\_\_  
Date

\*All references herein to “Duke” shall refer to Duke University Health System, Inc., Duke University and any and all of its controlled affiliates, including without limitation Duke University Affiliated Physicians, Inc., d/b/a Duke Primary Care and Associated Health Services, Inc. and Private Diagnostic Clinic, PLLC and any and all of its controlled affiliates including without limitation Regional Anesthesia, PLLC and Regional Psychiatry, PLLC.

COMPLETED FORM should be returned to:  
**DUHS Health Information Management.**  
E-mail at: [ROI-Requestor3@dm.duke.edu](mailto:ROI-Requestor3@dm.duke.edu)  
Standard mail at: DUMC 3016  
Durham NC 27710  
Fax at: 919-384-7148