

Portico Healthnet
2610 University Avenue West
Saint Paul, MN 55114
651-603-5100



Saint Paul Public Schools
2102 University Avenue West
Saint Paul, MN 55114
651-632-3763

Building Bridges Release of Information
Fax to Julia at 651-603-5101

Portico Healthnet (Portico) and Saint Paul Public Schools can share information about my family and me. The information shared will only be the information listed at the bottom of this form--which is needed to help us get or keep health care coverage.

The information shared will only be used to help us apply for or keep our health care coverage. It will not be used for any other reason.

I can tell Portico and Saint Paul Public Schools to stop sharing information at any time. To do that, I must contact either Portico or Saint Paul Public Schools and find out how to put my request to stop in writing. I understand that if I tell them to stop, it does not apply to information they already shared.

If I sign this form, the authorization will end one year from the date of my signature. If I want it to end sooner, I will contact Portico or Saint Paul Public Schools.

If I want, I can ask to look at the records kept about me and my family by Portico and Saint Paul Public Schools. I can ask them to correct any information I think is wrong.

I understand that Saint Paul Public Schools cannot require me to obtain health care coverage for my child(ren) in order for my child to receive regular or special education. Having health care coverage does not affect the amount or type of services my child receives at school.

If I do not sign this form, I understand that I have not given permission for Portico and Saint Paul Public Schools to share information. If I sign this form, a copy of it will also be a valid release.

Neither Portico nor Saint Paul Public Schools will give the shared information to another party without my permission.

Both Portico and Saint Paul Public Schools will keep information about my family and I in a secure manner so that people who do not need or should not see or hear information about us will not.

I know I can ask Portico or Saint Paul Public Schools to contact me about getting or keeping health care coverage at a place other than my home or work.

If I have a complaint about how Portico or Saint Paul Public Schools handle my private information, I can contact them directly or I can contact the Office of Civil Rights by calling 866-627-7748.

Parent or Legal Representative's Signature _____ **Date** _____

Referral Information (please print):

Parent(s)/Legal Representative's Name(s) _____

Street Address _____

City _____ State _____ Zip _____

Telephone (home) _____ (work) _____ (other) _____

Primary language _____

Number of children in child's family 0-5 _____ 6-18 _____ Number of adults in child's family _____

Portico can tell Saint Paul Public Schools if we get health coverage or not. Yes No

Services Provided? Yes No If yes, date of service _____

This referral originated at: ECS SPC