Process for sending in HIPAA Authorization to Use/Disclose PHI School/ Educational Programs and Services form to get access to the student’s electronic medical record in Children’s Colorado Connect.

1. Start at the Home page of Children’s Colorado Connect

2. Click on School HIPAA Authorization Form (English or Spanish) and print

3. Fill out HIPAA form and get parent consent

4. Find fax number on home page and fax HIPAA consent with cover page; include name, school and your work phone number on cover page

END
You will get a notification in the Connect In Basket message system that the child has been provisioned to you

Please include your NAME, school and work phone number on cover page.

Only send ONE consent per FAX. Include cover sheet with each consent for faxing.

They must be separated so they can be uploaded for that individual student.