



# Authorized Representative Form

## Section 1: Appointment of Authorized Representative

I, \_\_\_\_\_, ID Number \_\_\_\_\_  
(Name)  
appoint \_\_\_\_\_  
(Name) (Address) (Phone Number)

as my authorized representative for the purposes described in Sections 2 and 3 below. I understand this agreement is voluntary and made to confirm my direction. I understand that my authorized representative may further disclose my information, and it may not be protected by federal or state privacy laws.

## Section 2: Scope of Authority

I authorize the disclosure of my protected health information to my authorized representative for the following purposes (**check only one**):

- Disclose all of my claims regardless of dates of service, provider or diagnosis.
- Disclose my claim for this/these dates of service only \_\_\_\_\_
- Disclose all claims related to my diagnosis of \_\_\_\_\_ only
- Disclose all claims for this provider only \_\_\_\_\_
- Disclose all claims for \_\_\_\_\_ date(s) of service
- Other: \_\_\_\_\_

## Section 3: Expiration and Revocation

**Expiration:** This authorized representative appointment will expire (check only one):

- On \_\_\_\_ / \_\_\_\_ / \_\_\_\_
- On the occurrence of the following event: \_\_\_\_\_
- Upon my revocation

**Revocation:** I understand that I may revoke this authorization at any time by giving written notice of my revocation to:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, ZIP \_\_\_\_\_  
Phone Number: \_\_\_\_\_

I understand that revocation of this appointment will not affect any action you took in reliance on this appointment before you received my notice of revocation.

## Section 4: Signature

I, \_\_\_\_\_, have had full opportunity to read and consider the contents of this appointment, and I confirm that the contents are consistent with my direction. I understand that, by signing this form, I am confirming my appointment of my authorized representative, the scope of my authorized representative's authority, the expiration of this appointment and the option of revoking of this appointment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this form to:**  
BlueCross BlueShield of South Carolina  
Federal Employee Customer Service  
P.O. Box 600601  
Columbia, SC 29260-0601  
Attention: Del Smith