



UTAH DEPARTMENT OF COMMERCE

Division of Professional Licensing

Name: _____ License Number: _____

Please complete this information and submit it with your renewal application.

DESIGNATION OF CONTACT PERSON FOR ACCESS TO MEDICAL RECORDS

In accordance with Utah Code 58-68-302(1)(i) and 58-68-302(1)(j) and the Federal HIPAA Regulations all physicians licensed in Utah must designate a contact person and an alternate contact person for access to their patients' medical records and provide such information to the DOPL. Each applicant is also required to establish a method of notifying patients of the identity and location of the contact persons (i.e. a phone number or address where patients can obtain their medical records).

If a hospital clinic or other medical facility is the owner of your patients' medical records the facility's records department could be listed as the primary contact. You may list yourself as the primary contact, but you must also provide an alternate contact.

Please note that this statute became law in 2005 due to complaints from patients who could not gain access to their medical records. DOPL's responsibility is to collect each physician's contact information and to provide it to patients upon request. If you have not provided accurate information to DOPL you may be investigated for unprofessional conduct.

Primary Contact: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: (_____) _____ - _____ Email: _____

Alternate Contact: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: (_____) _____ - _____ Email: _____

Please identify the method of notifying patients of location of records: (check all that apply):

Phone Mail In Person Other: _____

ELECTIVE ABORTIONS

Yes No Do you perform elective abortions in Utah in a location other than a hospital?

(For purposes of the immediately preceding question, elective abortion means an abortion other than one of the following: removal of a dead fetus, removal of an ectopic pregnancy, an abortion that is necessary to avert the death of a woman, an abortion that is necessary to avert a serious risk of substantial and irreversible impairment of a major bodily function of a woman, an abortion of a fetus that has a defect that is uniformly diagnosable and uniformly lethal, or an abortion where the woman is pregnant as a result of rape or incest. 58-68-304(4))

Business Name: _____ Phone: (_____) _____ - _____

Address: _____ City: _____ State: _____ Zip: _____

Business Name: _____ Phone: (_____) _____ - _____

Address: _____ City: _____ State: _____ Zip: _____