



In our continuing effort to safeguard the medical and financial information of our patients, we are updating our current patient information disclosure policies. These changes will give the patients and/or their legal guardians better control over who is authorized to receive medical and financial information concerning their child.

Effective December 1, 2012, all patients and/or guardians will be required to complete a **Medical / Financial Information Disclosure Form**, on which they will list the names of the specific individuals they are authorized to receive medical and financial information about the patient in the following forms:

- Over the phone
- Through the mail
- Through email
- Via text message
- In person

It is the patient's responsibility to ensure that this form is always up to date.

Individuals not listed on the **Medical / Financial Disclosure Form** will still be able to schedule appointments for a patient (unless otherwise noted), but they will not be allowed to submit a medical or financial question or request a prescription refill without being listed on the **Medical / Financial Disclosure Form**.

Copies of the **Medical / Financial Disclosure Form** are available on our website at www.stlpeds.com under the "Patient Resources > Forms" tab, or available in our office. Please ensure that your form is submitted to one of our receptionists at your next visit or you can fax it to us at (314) 576-5271.

Please contact us if you have any questions