



Forever Hope Counseling & Educational Services, LLC

Stone Oak Location
1162 E Sonterra Blvd Suite 130
San Antonio, Texas 78258
www.foreverhopecounseling.com

Boerne Location
108 Oak Park
Boerne, TX 78006

Permission to Release Mental Health Record

(Do not release without Director's signature)

There is a \$45 administrative charge for the first 20 pages and \$1 per page thereafter.

*There is **NO** fee for record requests made by 3rd party government agencies (i.e. Unemployment office, SSI, etc.)*

You are hereby authorized to furnish the following from my or my child's mental health record:

Check all that apply:

- Initial Intake
- Session notes
- PsychoEducational Testing
- Progress/Summary of Treatment
- Release of Record
- Other: (Please specify) _____

Client Info:

Client Name: _____
Date of Birth: _____
Address: _____

Release to:

Name: _____
Address: _____
Phone: _____

Parent or Client Signature: _____

DIRECTOR SIGNATURE: _____

FOR OFFICE USE ONLY

Total Number of Pages: _____ (If more than 20 pages, add \$1 per page)

Total cost: _____

Paid by: Cash Check # _____ Credit Card auth# _____

Collected by: _____

Released to: _____ **By:** _____ **Mail** _____ **Pick-up**

FHC Witness: _____ **Date:** _____