

## How to Complete the Radiology Images Authorization Form

### ◆ Patient Information

- Enter the patient's First and Last Name, Middle Initial (if any), full address, date of birth, and phone number including area code (required for contact purposes). Email address is optional.

### ◆ Sutter Health Location Releasing Images

- Enter the name of the specific Sutter Health location where images were taken. Use the attached listing to locate the correct Imaging Center.

### ◆ How Would You Like Your Images Delivered? (Note: Images are produced on CD only).

- **Send them by mail to:**
  - Check this box if you want the imaging records mailed. Include the full name and address where we can mail the records.
- **I will pick them up myself**
  - Check this box if you want to pick up the records in person. The Imaging Department will notify you when the CD is ready for pickup.
- **I authorize the following person to pick them up for me (first and last name):**
  - Check this box and provide us the name of the person you authorize to pick up the CD on your behalf.

### ◆ What Would You Like released?

- Check the appropriate type(s) of images you are requesting (CT Scan, MRI, X-ray, Ultrasound, Mammography, Other). Check all that apply. If "Other" is selected, please type in the exam type name.

### ◆ Purpose of Disclosure

- Tell us why you need the records. (Required by law.)

### ◆ Expiration Date (Optional). The authorization will be effective for one (1) year from the date you sign it unless you specify otherwise, or the authorization has meanwhile been revoked. You have the right to give us an alternative expiration date. However, if you do so, the expiration must be dated at least 15 days in the future from the date of signature to allow ample time to process your request as permitted by California law.

### ◆ Signature and Date. A signature and date are required for the authorization to be valid.

This section also explains your rights under the law.

### ◆ If signed by other than the patient, print name and relationship. If you are completing this authorization on behalf of the patient, list your name and your relationship to the patient. You may be asked to provide supporting documentation that gives you the legal authority to request records on behalf of the patient. (Exception: Parents of minor patients).

Acceptable forms supporting documentation may include:

- Advanced Healthcare Directive (must be in effect at time of requesting records)
- Death Certificate
- Executor of the Estate (for deceased patients only)
- Power of Attorney (must include provision that allows medical decision-making and/or release of medical records)
- or some other form of documentation (subject to final review)

**If you need additional help with completing the Authorization Form, call the phone number on the attached listing for the Imaging Center where you had your images taken.**

**AUTHORIZATION FOR  
RELEASE OF RADIOLOGY IMAGES**
**Patient Information**

Name: \_\_\_\_\_

Address, City, State, ZIP: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Phone: \_\_\_\_\_

**Sutter Health Location Releasing Images**

Sutter Health Location Name: \_\_\_\_\_

**How Would You Like Your Images Delivered? (Note: Images are produced on CD only)**
 Send them by mail to:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

 I will pick them up myself

 I authorize the following person to pick them up for me (first and last name): \_\_\_\_\_

**What Would You Like Released?**
 CT Scan     MRI     X-ray     Ultrasound     Mammography     Other \_\_\_\_\_

 Images covering period of time: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_     All dates of treatment

**Purpose of Disclosure**
 Personal Use     Transfer of Care     Second Opinion     Seeing a Specialist     Other

**Expiration Date**

This authorization shall become effective immediately and shall remain in effect for one (1) year from the date signed unless otherwise specified here: \_\_\_\_\_

**Signature and Date (As required by law)**

*I may refuse to sign this authorization and my refusal will not affect my ability to obtain treatment or payment. I may revoke this authorization at any time, in writing, signed by me or on my behalf, and mailed to this address: Sutter Shared Services, Attn: Release of Information, PO Box 619091, Roseville, CA 95661. My revocation will be effective upon receipt, but will have no impact on uses or disclosures made while my authorization was valid. I have the right to receive a copy of this authorization. I may inspect and obtain copy of my health information for which I am authorizing for as long as the information is maintained by the affiliate(s) listed above. The location(s) listed above will not receive compensation for the use or disclosure of my health information. I understand that California law prohibits the recipients of my health information from making further disclosure of my health information unless the recipient obtains another authorization from me or unless the disclosure is required or permitted by law. This protection does not extend to recipients outside the state of California.*

 SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 (Patient/Legal Representative)

If signed by other than the patient, print name and relationship:

Name: \_\_\_\_\_ Relationship\*: \_\_\_\_\_

\*Must provide legal documentation (e.g., Power of Attorney)

## Sutter Health Imaging Centers Listing (in City Name Order)

Facility Name	Mailing Address	City	State	Zip	Phone
Antioch Center Imaging	4053 Lone Tree Way	Antioch	CA	94509	(510) 247-6350
Sutter Delta Medical Center Imaging	3901 Lone Tree Way	Antioch	CA	94509	(925) 779-7265
Aptos Center Imaging	7600 Old Dominion Court, 1 <sup>st</sup> Floor	Aptos	CA	95003	(831) 458-6200
Sutter Auburn Faith Hospital Imaging	11815 Education Street, Suite 1204	Auburn	CA	95602	(530) 888-4535
Sutter Imaging Auburn	3123 Professional Drive, Suite 100	Auburn	CA	95603	(530) 888-8878, #0
Alta Bates Ashby Campus Diagnostic Imaging	2450 Ashby Avenue	Berkeley	CA	94705	(510) 204-1564
Alta Bates Herrick Campus Imaging	2001 Dwight Way	Berkeley	CA	94704	(510) 869-6864
Comprehensive Cancer Center Imaging	2001 Dwight Way	Berkeley	CA	94704	(510) 204-2427
Milvia Center Imaging	2500 Milvia Street	Berkeley	CA	94704	(510) 247-6350
Sutter Coast Imaging Center at Brookings-Harbor	555 5 <sup>th</sup> Street	Brookings	OR	97415	(541) 469-9205
Sutter Medical Plaza Brownsville Imaging	16911 Willow Glen Road	Brownsville	CA	95919	(530) 692-1100
Burlingame Center Imaging	1501 Trousdale Drive, Building B, 1 <sup>st</sup> Floor	Burlingame	CA	94010	(650) 652-8780
Mills-Peninsula Medical Center Imaging	1501 Trousdale Drive, Building C, 1 <sup>st</sup> Floor	Burlingame	CA	94010	(650) 696-5899
Sutter Imaging Carmichael	6620 Coyle Avenue, Suite 110	Carmichael	CA	95608	(916) 961-4910, #0
Castro Valley Center Imaging	20101 Lake Chabot Road	Castro Valley	CA	94546	(510) 247-6350
Eden Medical Center Imaging	20103 Lake Chabot Road	Castro Valley	CA	94546	(510) 727-3226
Sutter Coast Hospital Imaging	800 East Washington Blvd	Crescent City	CA	95531	(707) 464-8844
Daly City Center Imaging	901 Campus Drive, Suite 111	Daly City	CA	94015	(650) 652-8266
Danville Center Imaging	915 San Ramon Valley Blvd, 1 <sup>st</sup> Floor, Suite 100	Danville	CA	94526	(925) 803-4750
Sutter Cardiac Imaging Davis	2030 Sutter Place, Suite 100	Davis	CA	95616	(530) 750-5979
Sutter Davis Hospital Imaging	2000 Sutter Place	Davis	CA	95616	(530) 757-5137
Sutter Imaging Davis	2020 Sutter Place, Suite 102	Davis	CA	95616	(530) 747-5030, #0
Dublin Imaging Center	4050 Dublin Blvd., 1 <sup>st</sup> Floor	Dublin	CA	94568	(925) 875-6105
Sutter Imaging Elk Grove	8170 Laguna Blvd., Suite 112	Elk Grove	CA	95768	(916) 691-5922, #5
Sutter Cardiac Imaging Solano	2720 Low Court, 2 <sup>nd</sup> Floor	Fairfield	CA	94534	(707) 427-4900
Sutter Imaging Fairfield	2700 Low Court	Fairfield	CA	94534	(707) 432-2500
Sutter Cardiac Imaging Folsom	2575 East Bidwell Street, Suite 100	Folsom	CA	95630	(916) 817-3715
Sutter Imaging Folsom I	1655 Creekside Drive	Folsom	CA	95630	(916) 984-0739, #5
Sutter Imaging Folsom II	1661 Creekside Drive	Folsom	CA	95630	(916) 984-0739, #5
Fremont Center Imaging	3200 Kearney Street, Building 1, 1 <sup>st</sup> Floor	Fremont	CA	94538	(510) 498-2770
Sutter Amador Hospital Imaging	100 Mission Blvd	Jackson	CA	95642	(209) 223-7560, #3
Sutter Cardiac Imaging Amador	100 Mission Blvd, Suite 2200	Jackson	CA	95642	(209) 223-5445
Women's Health Center in Lafayette Imaging	3595 Mt. Diablo Blvd., Suite 350	Lafayette	CA	94549	(925) 962-9129
Sutter Lakeside Hospital Imaging	5176 Hill Road East	Lakeport	CA	95453	(415) 209-1454

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Facility Name	Mailing Address	City	State	Zip	Phone
Sutter Imaging Lincoln	685 Twelve Bridges Drive, Suite A	Lincoln	CA	95648	(916) 408-5448
Fairmont Avenue Care Center Imaging	999 South Fairmont Avenue, Suite 130	Lodi	CA	95240	(209) 366-2001
Los Altos Center Imaging	370 Distel Circle	Los Altos	CA	94022-1404	(209) 526-7146
Memorial Hospital Los Banos Imaging	520 West I Street	Los Banos	CA	93635	(209) 826-0591, ext. 50234
Los Gatos Center Imaging	15400 Los Gatos Blvd	Los Gatos	CA	95032	(650) 934-7700
Los Gatos Winchester Center Imaging	15720 Winchester Blvd., 1 <sup>st</sup> Floor	Los Gatos	CA	95030	(650) 934-7000
Menlo Park Surgical Hospital	570 Willow Road	Menlo Park	CA	94025	(831) 458-5521
Briggsmore Specialty Center Imaging	1409 East Briggsmore Avenue	Modesto	CA	95355	(209) 550-4755
Dale Road Care Center Imaging	3612 Dale Road	Modesto	CA	95356	(209) 550-4744
Main Clinic 600 Coffee Road Radiology	600 Coffee Road	Modesto	CA	95355	(209) 550-4755
Memorial Medical Center Imaging	1700 Coffee Road	Modesto	CA	95355	(209) 572-7234, #4
Mountain View Center Imaging	701 East El Camino Real, 1 <sup>st</sup> and 2 <sup>nd</sup> Floor	Mountain View	CA	94040	(650) 934-7700
Novato Community Hospital Imaging	180 Rowland Way	Novato	CA	94945	(415) 209-1454
Alta Bates Summit Imaging	3100 Summit Street, Ground Floor	Oakland	CA	94609	(510) 869-8800, #2
Carol Ann Read Breast Health Center	3100 Summit Street, Ground Floor	Oakland	CA	94609	(510) 869-8377
Imaging and Mammography Center	5730 Telegraph Avenue	Oakland	CA	94609	(510) 204-1880
Magnetic Imaging Affiliates	5730 Telegraph Avenue	Oakland	CA	94609	(510) 204-2744
Summit Campus Diagnostic Imaging	350 Hawthorne Avenue	Oakland	CA	94609	(510) 869-8800, #2
Orinda Center Imaging	12 Camino Encinas	Orinda	CA	94563	(510) 247-6350
Palo Alto Breast Imaging	49 Wells Avenue, 2 <sup>nd</sup> Floor	Palo Alto	CA	94301	(650) 853-2902
Palo Alto Center Imaging	795 El Camino Real, Level A, Lee Building	Palo Alto	CA	94301	(650) 321-4121
Sutter Imaging Roseville I	2 Medical Plaza Drive, Suite 105	Roseville	CA	95661	(916) 865-1462, #5
Sutter Imaging Roseville II	3 Medical Plaza Drive, Suite 120 and 130	Roseville	CA	95661	(916) 781-5080
Sutter Imaging Roseville Parkway	1640 East Roseville Parkway, Suite 100	Roseville	CA	95661	(916) 784-2277, #5
Sutter Imaging Roseville PET	2241 Douglas Blvd, Suite 110	Roseville	CA	95661	(916) 783-8900
Sutter Imaging Vascular & Varicose Vein Center	1680 East Roseville Parkway, Suite 100	Roseville	CA	95661	(916) 783-8114
Sutter Roseville Medical Center Imaging	1 Medical Plaza Drive	Roseville	CA	95661	(916) 781-1243
Sutter Cardiac Imaging Greenback	5765 Greenback Lane, 2 <sup>nd</sup> Floor	Sacramento	CA	95841	(916) 865-1090
Sutter Cardiac Imaging Sacramento	2800 L Street, 6 <sup>th</sup> Floor	Sacramento	CA	95816	(916) 887-4040
Sutter Imaging Campus Commons	2 Scripps Drive, Suite 100	Sacramento	CA	95825	(916) 929-3393, #0
Sutter Imaging Capitol Pavilion I+II	2725 Capitol Avenue, Suite 106	Sacramento	CA	95816	(916) 262-9301, #3
Sutter Imaging Neurointerventional Clinic	2801 K Street, Suite 240	Sacramento	CA	95816	(916) 925-9526
Sutter Imaging Sacramento	3161 L Street	Sacramento	CA	95816	(916) 453-9999, #6
Sutter Imaging South	8118 Timberlake Way, Suite 110	Sacramento	CA	95823	(916) 681-8852, #0

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Facility Name	Mailing Address	City	State	Zip	Phone
Sutter Imaging 29 <sup>th</sup> Street	1020 29 <sup>th</sup> Street, Suite 120	Sacramento	CA	95816	(916) 733-5060
Sutter Medical Center Imaging	2825 Capitol Avenue	Sacramento	CA	95816	(916) 887-1140
San Carlos Center Imaging	301 Industrial Road	San Carlos	CA	94070	(650) 596-4180
CPMC Breast Health Center, California Campus	3698 California Street, 1 <sup>st</sup> Floor Room 1810 & 2 <sup>nd</sup> FL	San Francisco	CA	94118	(415) 600-2188
CPMC Imaging, California Campus	3838 California Street, Suite 106	San Francisco	CA	94118	(415) 600-8735
CPMC Imaging, Davies Campus	Castro and Duboce Streets	San Francisco	CA	94114	(415) 600-6180
CPMC Imaging, Mission Bernal Campus, Valencia Street	1580 Valencia Street, Floor 4	San Francisco	CA	94110	(415) 641-6545, #4, #8
CPMC Imaging, Mission Bernal Campus, Cesar Chavez Street	3555 Cesar Chavez Street	San Francisco	CA	94110	(415) 641-6545, #4, #8
CPMC Imaging, Pacific Campus, Webster Street	2100 Webster Street, Suite 103	San Francisco	CA	94115	(415) 600-8735
CPMC Imaging, Pacific Campus, Clay Street	2351 Clay Street, Suite 100	San Francisco	CA	94115	(415) 600-8735
CPMC Imaging, Van Ness Campus, Van Ness Avenue	1101 Van Ness Avenue, Floor 3	San Francisco	CA	94109	(415) 600-8735
San Jose Blossom Hill Center Imaging	1071 Blossom Hill Road	San Jose	CA	95123-1105	(650) 934-7700
West Valley Center Imaging	7225 Rainbow Drive	San Jose	CA	95129	(650) 934-7700
Mills Health Center Imaging	100 South San Mateo Drive	San Mateo	CA	94401	(650) 696-5899
Santa Clara Center Imaging	2734 El Camino Real	Santa Clara	CA	95051	(650) 934-7700
Santa Cruz Center Imaging	2025 Soquel Avenue, 1 <sup>st</sup> Floor	Santa Cruz	CA	95062	(831) 458-5521
Sutter Maternity & Surgery Center Santa Cruz	2900 Chanticleer Avenue	Santa Cruz	CA	95065	(831) 458-5521
Westside Center Imaging	1301 Mission Street, 1 <sup>st</sup> Floor	Santa Cruz	CA	95060	(831) 458-6310
Sutter Santa Rosa Regional Hospital Imaging	30 Mark West Springs Road	Santa Rosa	CA	95404	(707) 576-4235
Summerfield Road Imaging	2449 Summerfield Road	Santa Rosa	CA	95405	(707) 523-7253
Airway Drive Imaging	3883 Airway Drive	Santa Rosa	CA	95403	(707) 521-4480
Scotts Valley Center Imaging	4663 Scotts Valley Drive	Scotts Valley	CA	95066	(831) 458-6335
Stockton Medical Plaza I Radiology	2505 West Hammer Lane	Stockton	CA	95209	(209) 954-4019
Sunnyvale Center (301) Imaging	301 Old San Francisco Road, Level 1	Sunnyvale	CA	94086	(650) 934-7700
Sunnyvale Center (401) Imaging	401 Old San Francisco Road, Level 1	Sunnyvale	CA	94086	(650) 934-7700
Sutter Tracy Community Hospital Imaging Department	1420 North Tracy Blvd	Tracy	CA	95376	(209) 832-6022
Sutter Tracy Imaging Center	1530 North Bessie Avenue, Suite 109	Tracy	CA	95376	(209) 832-6022
Turlock Care Center Imaging	3100 West Christoffersen Parkway	Turlock	CA	95382	(209) 632-3901
Sutter Imaging Vacaville	770 Mason Street	Vacaville	CA	95688	(707) 432-2500
Sutter Imaging Vallejo	100 Hospital Drive	Vallejo	CA	94589	(707) 432-2500
Sutter Solano Medical Center Imaging	300 Hospital Drive	Vallejo	CA	94589	(707) 554-5218
Watsonville Center Imaging	550 South Green Valley Road	Watsonville	CA	95076	(831) 458-5865
Sutter Imaging Woodland	475 Pioneer Avenue, Suite 100	Woodland	CA	95776	(530) 406-5636
Sutter Imaging Yuba City	440 Plumas Blvd	Yuba City	CA	95991	(530) 749-3301