



**Beyond Counseling, Inc.**  
11250 Roger Bacon Dr. Atrium #5  
Reston, VA 20190  
703-261-9201 (phone)  
703-995-4642 (fax)

## Release of Medical Information

Date of Release \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Dear Dr. \_\_\_\_\_ (Primary Care Physician),  
(First Name and Last Name)

We are currently working with your patient, \_\_\_\_\_,  
in outpatient mental health counseling. Many insurance carriers require that health  
information on clients must be obtained. In order to fulfill this requirement, we must request  
that you either mail or fax the client's latest physical health information.

Our mailing address is: Beyond Counseling, Inc.  
11250 Roger Bacon Dr. Atrium #5  
Reston, VA 20190

Our fax number is: (703) 995-4642

### ***Client Information:***

Address: \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Last 4 digits of Social Security # \_\_\_\_\_

Thank you for your prompt attention and your cooperation in this matter. Below you will find  
the signatures of the client/ guardian indicating agreement with this release.

Signature of Client/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Signature of Staff Witnessing \_\_\_\_\_ Date \_\_\_\_\_

Date Sent to PCP: \_\_\_\_\_

I decline to release my medical information.