



**Corporate Headquarters**  
244 Main Street | PO Box 32  
Annex to Roundhouse Building  
Northampton, Massachusetts 01060

**Re: Medical Records incl. Protected Patient Health Information (“Medical Records”)**

Dear Recipient of CleanSlate Patient Medical Records:

A patient’s medical information is private and confidential. Medical records at CleanSlate Centers are released after it is established that the required written consent complies with requirements of 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patients Medical Records (“Part 2”). You are receiving the attached medical records because the required written consent need for their release complies with Part 2. In addition to delivering you the attached medical records, CleanSlate must provide you with the following notice:

**This information has been disclosed to you from records protected by Federal confidentiality rules (42 CFR part 2). The Federal rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or as otherwise permitted by 42 CFR part 2. A general authorization for the release of medical or other information is NOT sufficient for this purpose. The Federal rules restrict any use of the information to criminally investigate or prosecute any alcohol or drug abuse patient.**

[52 FR 21809, June 9, 1987; 52 FR 41997, Nov. 2, 1987]

Moreover, federal and state law permits CleanSlate (a covered entity) to charge a \$15 flat fee for its medical records (written or verbal). Note - the flat fee is subject to change. **You may be charged a fee for these medical records.** For more information about medical records fee, please visit [CleanSlateCenters.com](http://CleanSlateCenters.com) under the “Policies and Records” tab on the header bar in the “Patient Medical Records” sections.

Should you have questions about CleanSlate’s medical records, feel free to contact the Office of Corporate Compliance and Privacy at 413-584-2173, extension 103.

Best regards,

CleanSlate Centers