TUMWATER SCHOOL DISTRICT
621 Linwood Ave SW, Tumwater, WA 98512

SPECIAL EDUCATION
Phone: (360) 709-7040 Fax: (360) 709-7042

CONSENT FOR MUTUAL EXCHANGE OF INFORMATION

Student name _____ Student # _____ DOB _____ Date _____

Serving school _____ IEP Mgr _____ Grade ____ Age _____

I hereby authorize the exchange of records between:

_____ *Name of agency/person*	_____ *Staff Name*
_____ *Street Address*	_____ *Staff Position*
_____ *City/State/Zip*	
_____ *Phone*	*School*
_____ *Fax*	_____ *Phone* _____ *Fax*

Check all record types to be released:

- ☐ Health records
- ☐ Special Education records
- ☐ Evaluations and reports
- ☐ Psychological and counseling records
- ☐ Immunization
- ☐ Other _____

The reason for exchanging the record(s) is:

- ☐ Eligibility Verification
- ☐ Educational Placement
- ☐ Evaluation/Reevaluation Eligibility Determination
- ☐ Other _____

The information obtained will be treated in a confidential manner by the school district under the provisions of the Family Education Rights and Privacy Act (FERPA). FERPA prohibits disclosure of personally identifiable information without consent except in limited circumstances. Please note that if the request is for health or medical information, the medical information received is protected under FERPA privacy standards by a school district and not the Health Insurance Portability and Accountability Act (HIPAA).

You do not need to sign this authorization. Refusal to sign the authorization will not adversely affect your ability to receive services. I understand that it is my right to request a copy of all information and contest any information I feel is incorrect.

This consent and authorization is valid for 60 days from the date of parent/adult student signature. Consent may be withdrawn at any time in writing, except where information has already been released based upon my authorization.

_____ _____

Parent/Guardian Date

_____

Student (if over age 13 if health records are being requested)

Distribution: One copy to ☐*Special Education* ☐*Parent/guardian/adult student*
Tumwater School District• Special Services