

Carroll County Schools  
Exceptional Children's Services  
164 Independence Drive  
Carrollton, Georgia 30116  
Phone: 770-832-3568  
Fax: 770-830-1303

**AUTHORIZATION TO RELEASE CONFIDENTIAL INFORMATION**

<b>Person/Agency Releasing Records:</b> To: _____ Agency _____ Person/Department _____ Address _____ City State Zip	<b>Please Forward Records To:</b>  Jennifer Patterson, RN, BSN School Nurse Villa Rica High School Phone (770) 459-5185 Fax (770) 459-2119
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**You are hereby authorized to release confidential information on the following student:**

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last First Middle  
Former School: \_\_\_\_\_ Present School: \_\_\_\_\_

**Type of Materials to Be Released:**

- Psychological Data
- Educational Evaluation
- Eligibility
- Placement Committee Minutes
- Individual Education Plan (IEP)
- Due Process Checklist
- SST Information
- Medical Records/Statement
- Speech/Language Records
- Other: \_\_\_\_\_

**Reason For Release:**

- Educational Planning
- Medical Problems Related to Learning
- Proof of Disability
- Maintenance of School Records
- Other: \_\_\_\_\_

I understand that the granting of this consent is voluntary.

\_\_\_\_\_  
Signature of Parent/Guardian Date Relationship to Student

Special Education Staff and School/Department Requesting Records: Name: Jennifer Patterson, RN, BSN  
School/Department: School Nurse

- We do have third party information which should be requested from the original source.  
Source: \_\_\_\_\_
- We do not have third party information.

Please assist in the provision of adequate services for this child by handling this request as quickly as possible. Please send all information requested to the Exceptional Children's Services, NOT THE INDIVIDUAL TEACHER OR SCHOOL.