



AUTHORIZATION FOR RELEASE AND EXCHANGE OF INFORMATION

Vocational Rehabilitation and Counselling Services

1. Client Information

Client Name:

Date of Birth:

Contact Information:

2. Authorization

I authorize:

- ☐ Release of information
 - ☐ Receipt of information
 - ☐ Both release and receipt
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3. Information Covered

- ☐ Vocational assessments (transferable skills analysis) and reports
 - ☐ Vocational plans and progress updates
 - ☐ Counselling or rehabilitation intervention summaries
 - ☐ Intake/background information
 - ☐ Functional or employment-related information
 - ☐ Medical/health provider treatment reports
 - ☐ Other:
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4. Purpose

- ☐ Vocational rehabilitation planning
- ☐ Return-to-work support (resume, job search, interview, accommodation)
- ☐ Insurance/funding requirements
- ☐ Case coordination



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- ☐ Client-directed sharing
 - ☐ Other:
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5. Recipient(s)

Name/Organization:

Role:

Contact:

6. Method of Exchange

- ☐ Secure electronic transfer
 - ☐ Email
 - ☐ Fax
 - ☐ Mail
 - ☐ Verbal communication
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7. Expiry

- ☐ 6 months from date
 - ☐ Specific date:
 - ☐ Upon completion of purpose
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8. Revocation

I understand I may withdraw this authorization at any time in writing.

9. Consent

Client Name (print):

Client Signature:

Date: