

Notice of Privacy Practices effective [date] given to individual on _____,
(date)

In Person Mailing Email Other _____

Reason individual or parent/legal guardian did not sign this form:

- Did not want to
- Did not respond after more than one attempt
- Other _____

The following good faith efforts were made to obtain the individual or parent/legal guardian's signature. Please document with dates, times, individuals spoken to, and outcome, as applicable, the efforts that were made to obtain the signature. More than one attempt must be made.

In person conversation

Telephone contact

Mailing _____

Email _____

Other _____

Staff Name (please print): _____

Title: _____

Signature: _____

Date: _____