

Instructions: Requesting Substance Use Treatment Records (42 CFR Part 2)

Beginning February 16, 2026 to comply with federal changes to substance use records confidentiality protections, new releases must be used when the Department requests substance use treatment records or counseling notes from providers. These new releases are needed to ensure that the Department complies with the heightened privacy and protection provided by federal law for substance use treatment records.

Existing Releases

- The **DCF-2131(T) Authorization for Release of Records (To DCF)** continues to be used for *all provider records* **except** substance use treatment records.
- The **DCF-2131(T)** has been updated to reflect this exclusion.

New Forms for Substance Use Records

The following forms must be used when requesting substance use treatment records other than counseling notes:



Department of Children & Families

AUTHORIZATION FOR THE RELEASE OF SUBSTANCE USE TREATMENT RECORDS TO DCF FOR LEGAL PROCEEDINGS
DCF-2131TRLP
2/2026 (New)

- **DCF-2131TRLP**
Use when requesting *substance use treatment records* for **legal proceedings**.



Department of Children & Families

AUTHORIZATION FOR THE RELEASE OF SUBSTANCE USE TREATMENT RECORDS TO DCF FOR CARE COORDINATION/CASE
MANAGEMENT
DCF-2131TRCC
2/2026 (New)

- **DCF-2131TRCC**
Use when requesting *substance use treatment records* for **case management or care coordination**.

On the rare occasion you also need substance use counseling notes, you will need to use the following forms to obtain these:



Department of Children & Families

AUTHORIZATION FOR THE RELEASE OF SUBSTANCE USE TREATMENT COUNSELING NOTES TO DCF FOR LEGAL PROCEEDINGS
DCF-2131CNLP
2/2026 (New)

- **DCF-2131CNLP**
Use when requesting *substance use counseling notes* for **legal proceedings**.



Department of Children & Families

AUTHORIZATION FOR THE RELEASE OF SUBSTANCE USE TREATMENT COUNSELING NOTES TO DCF FOR CARE
COORDINATION/CASE MANAGEMENT
DCF-2131CNCC
2/2026 (New)

- **DCF-2131CNCC**
Use when requesting *substance use counseling notes* for **case management or care coordination**.

Important Form Selection Requirements

Each form is limited to **one type of record** (treatment records *or* counseling notes) and **one purpose** (legal proceedings *or* case management/care coordination).

The form(s) used must match **both** what is being requested **and** the intended use.

- If substance use treatment records are needed for **both legal proceedings and case management**, **both** the **DCF-2131TRLP** and **DCF-2131TRCC** must be completed.
- **In practice**, staff should get **both the DCF-2131TRLP and the DCF-2131TRCC signed** at the same time, whether or not the case is currently court involved, since sharing information in any future court involvement will be dependent on having a signed DCF-2131TRLP.

Special Rule for Minors

If the subject of the substance use records or counseling notes is a **minor**:

- **The minor must sign the authorization form.**
 - Parents or legal guardians **do not have an independent right** to access a minor's substance use treatment records.
 - Disclosure to a parent or guardian may occur **only if the minor has signed a written consent** authorizing that disclosure.
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