

Notice of Privacy Practices

Your Rights

Get It

You can ask to see or get a copy of your medical records and other health information we have about you. We will provide a copy of your health information within 30 days of request. We may charge a reasonable, cost-based fee.

Check it

You can ask us to correct health information about you that you think is incorrect or incomplete. Should we deny this request you will receive a written explanation as to why it was denied within 60 days

Request Confidential Communications

You can ask us to contact you in a specific way (for example, home or office phone) or to send mail to a different address. We will honor all reasonable request.

Ask us to limit what we use or share

You can ask us not to use or share certain health information for treatment, payment or our operations. We are not required to agree to your request and may say “no” if it would affect your treatment and care. If you pay for a service/item out-of-pocket in full, you can ask us not to share that information for the purpose of payment with your health insurer. We will honor these requests unless a law requires us to share this information.

Get a copy of this privacy notice

You can ask for a paper copy of this notice at any time

Choose someone to act for you

If you have given someone medical power of attorney or if someone is your legal guardian, that person can exercise your rights and make choices about your health information for you. We will make sure the person has this authority and can act for you before we take action.

File a complaint if you feel your rights are violated

You can complain if you feel we have violated your rights by contacting us using the above information. You can file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by sending a letter to 200 Independence Ave S.W. Washington D.C. 20201, calling (877) 696-6775, or visiting www.hhs.gov/ocr/privacy/hipaa/complaints/ We will not retaliate against you for filing a complaint.

Our Regular Uses and Disclosures

Treat You

We can use your health information and share it with other professionals who are treating you

Run our organization

We can use and share your health information to run our practice, improve your care and contact you when necessary

Bill for your services

We can use and share your health information to bill and get payment for health plans or other entities

Worker’s Compensation Claims

Other Legal Disclosures

We are allowed or legally required to share you information in other ways listed below:

To help with public health and safety issues-preventing disease, product recalls, reporting adverse reactions to medications, suspected abuse, neglect, or domestic violence, and preventing or reducing a serious threat to anyone’s health or safety, *research, to comply with other laws, organ/tissue donation, medical examiner, law enforcement and other government request, in response to lawsuits and legal actions*-we are obliged to share information about you if we receive a court order or subpoena.