

YOUR PRIVACY MATTERS: HIPAA NOTICE OF PRIVACY PRACTICES



THIS SUMMARY DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

OUR USES & DISCLOSURES

Treatment: Coordination care with doctors, specialists, and healthcare providers.

Payment: Submitting claims to insurance companies for bills.

Healthcare Operations: Quality improvement, training, accreditation and audits.

Legal Requirements: Public health reporting, law enforcement requests, and court orders.

No Authorization Needed: Emergencies, disaster relief, organ donation.

YOUR RIGHTS

Access: Request and obtain a copy of your medical records.

Amend: Request changes to your records if inaccurate.

Restrict: Ask to limit certain uses or disclosures.

Confidential Communications: Request contact via specific methods or locations.

Accounting of Disclosures: Get a list of who received your information.

Paper Copy: Obtain a physical copy of the full Notice of Privacy Practices.

File a Complaint: If you believe your rights are violated, without retaliation.

OUR RESPONSIBILITIES

Maintain Privacy: Protection required by the HIPAA Security Rule to Protect your health information.

Provide Notice: Inform you of our legal duties and privacy practices.

Notify of Breach: Promptly notify you if unsecured patient information is compromised.

Follow Terms: Adhere to our current Notice of Privacy Practices.

Obtain Authorization: For disclosures that fall outside of allowed Uses and Disclosures as described in the full Notice of Privacy Practices.

QUESTIONS OR COMPLAINTS: ASK FOR OUR PRIVACY OFFICER

THIS IS A SUMMARY, FULL NOTICE OF PRIVACY PRACTICES AVAILABLE UPON REQUEST BY ASKING THE FRONT DESK OR ANY STAFF MEMBER.

Effective Date: January 1, 2026