



Notice of Privacy Practices

Effective Date:

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THIS NOTICE 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 Legal Duties

This medical practice is required by federal law, including the Health Insurance Portability and Accountability Act (HIPAA), to maintain the privacy of your protected health information (PHI). We must provide you with this Notice describing our legal duties and privacy practices and must follow the terms of the Notice currently in effect. We reserve the right to change this Notice and make the revised Notice effective for all health information we maintain. Any updated Notice will be available in the office and upon request.

How We May Use and Disclose Your Health Information

Treatment - We may use and disclose your health information to provide, coordinate, or manage your healthcare.

Payment - We may use and disclose your information to bill and receive payment from health plans or other responsible parties.

Healthcare Operations - We may use and disclose your information for operations necessary to run the medical practice, including quality improvement activities, licensing, compliance audits, and staff training.

Other Permitted Uses and Disclosures

We may disclose health information without your written authorization when permitted by law, including:

- Appointment reminders
- Individuals involved in your care
- Public health reporting
- Health oversight activities
- Law enforcement requests required by law
- Workers' compensation claims
- Situations involving serious threats to health or safety

Special Protections for Certain Health Information

Certain records may receive additional confidentiality protections under federal or state law, including: Substance Use Disorder (SUD) Records - May be protected under federal confidentiality rules (42 CFR Part 2). Reproductive Health Care Privacy - Federal regulations include enhanced protections regarding certain reproductive health care information.

Reproductive Health Attestation Requirement (2024 HIPAA Rule)

Federal law may require an attestation from a requesting party before certain reproductive health information can be disclosed for investigative or enforcement purposes. The practice may require written confirmation that a request is not for a prohibited purpose before releasing certain reproductive health information.

Patient Rights

Patients have the following rights regarding their health information:

- The right to inspect and obtain copies of medical records
- The right to request corrections or amendments
- The right to request restrictions on certain disclosures
- The right to request confidential communications
- The right to request an accounting of disclosures
- The right to receive a paper copy of this Notice

Electronic Communication

The practice may communicate with patients electronically through email, patient portals, or text messaging when authorized by the patient. Electronic communications may involve some level of risk.

Breach Notification

Patients will be notified as required by federal law if a breach occurs involving unsecured protected health information.

Questions or Complaints

If you believe your privacy rights have been violated, you may contact the practice or file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights.

Privacy Officer:

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Practice Address:

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Phone:

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Email:

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You will not be penalized for filing a complaint.

NOTICE REGARDING REDISCLOSURE OF SUBSTANCE USE DISORDER INFORMATION Information disclosed from records protected by federal confidentiality rules (42 CFR Part 2) may not be redisclosed without written consent of the patient unless permitted by law.

Patient Acknowledgment of Receipt

Patient First Name:

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Patient Last Name:

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Signature: (ESign)

Date :

Representative Name:

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Relationship to Patient:

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