



Patient Information Practices and Privacy Policy

This notice describes how medical information may be used or disclosed by this office and how you can get access to this information. Please review it carefully.

Legal Duty: This office is required by law to protect the privacy of your personal health information, provide this notice about our information practices and follows the information practices that are described here.

Uses and Disclosure of Health Information: This office uses your health information primarily for treatment, obtaining payment of treatment, conducting internal administrative activities and evaluating the quality of care that we provide. We may also use or disclose your personal health information. If you provide us with a written authorization to release your information for any reason, you may later revoke that authorization to stop further disclosures at any time.

We may change our policy at any time. When changes are made a new written Notice of Information Practices will be posted in our office and you will receive a new written notice as well.

Patient's Individual Rights: You have the right to review or obtain a copy of your personal health information at any time. You have the right to review or obtain a copy of your personal health information at any time. You have the right to request that we correct any inaccurate or incomplete information in your records. You also have the right to request a list if instance where we have disclosed your personal health information for reasons other than treatment, payment, or other related administrative purposes.

You may also be requested in writing that we do not use or disclose your personal health information for treatment, payment and administrative purposed except when specifically authorized by you, when required by law or in emergency circumstances. We will consider all such requests on a case by case basis, except when the company is not legally required to accept them.

Concerns and Complaints: If you are concerned that may have violates your privacy rights or if you disagree with any decisions we have made regarding access or disclosure of your personal health information, please contact the Privacy Officer at the address listed below. You maybe also send a written complaint to the US Department of Health and Human Services.