

NOTICE OF PRIVACY PRACTICES

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. Contact Lisa Jesse, our privacy officer, if you have questions.

We may use or disclose your private health information (PHI) in order for us to render your treatment to physicians or others in order for you to receive treatment, and insurance companies or companies used to process payments. We may disclose your PHI if you are receiving health care through the armed forces, if you are in a correctional facility, for national security, or whenever the law requires it.

You have the right to request restrictions of your PHI, but the physical therapist reserves the right to disclose according to this notice and her/his best professional judgment. You may inspect or copy your PHI by submitting a written request. We may charge you our costs. You may ask us to correct or add information if appropriate. You have the right to confidential communications from us. We will accommodate reasonable requests.

If you are not able to agree or object to the use or disclosure of your PHI, then your physical therapist may determine whether the disclosure is in your best interest. Only relevant information will be disclosed. Otherwise, we will not use or disclose your PHI without your written authorization. An authorization may be revoked in writing at any time.

This Notice of Privacy Practices became effective 04/14/2003. Contact your privacy office, Lisa Jesse, if you have questions or complaints. You may contact the Secretary of Health and Human Services if you believe your privacy rights have been violated. There will be no retaliation for filing a complaint.