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Privacy Notice

The Privacy Regulations of the Health Insurance Portability and
Accountability Act (HIPAA) effective April 14, 2003

We Make Your Privacy Our Priority

We are committed to safeguarding personal information
provided to us and to protect your privacy.

Protection of Records

We restrict access to medical records to unauthorized personnel. The staff has visual control of charts at all times and will challenge any unauthorized person who attempts to access any records.

Copies of records

Information other than those sent to your insurance carrier, referring physician or a subpoena request (response to a legal process) will necessitate the patient's authorization. Requests for records are documented in a log book with the date, the requestor's name together with a signed release of records request, the cost of delivering such requests and the date the information is sent out.

Confidentiality and Security

Our staff will follow procedures maintaining the confidentiality of our patients.

We restrict access to unauthorized personnel after office hours.

Note: You may review our Privacy Manual upon request.