

Notice of Privacy Practices

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NOTICE OF PRIVACY PRACTICES

This notice describes how medical/mental health information about you may be used and disclosed and how you can get access to this information. Please review it carefully. This information is effective as of January 1, 2016.

Providing treatment services, collecting payment, and conducting healthcare operations are necessary activities for quality care. State and federal laws allow us to use and disclose your health information for these purposes.

All information released will be in accordance with state and federal laws and the ethics of the counseling profession.

This notice describes our policies related to the use and disclosure of client health care information.

For the purposes of treatment, we use and disclose health information to provide, manage, and coordinate care. This may include case consultation with identified colleagues: Suzanne Rutti, LISW-S, Abigail Hust, LISW-S, Beth Wilmer, LISW-S, Kimberly Johnson-Smith, LISW-S, Lisa Hayes, LISW-S and Tammy Moore, LISW-S.

To obtain payment we use and disclose health information to insurance companies to verify insurance coverage and to process claims and collect fees. This includes disclosure to your policyholder through explanations of benefits sent from the insurance carrier as well as attempts to collect payments due.

We use and disclose health information for healthcare operations such as reviews of treatment and business activities.

We will disclose client information to report child abuse, medical emergency, and as required by law. This includes:

- Report of suspected physical, sexual or emotional abuse of a minor to appropriate authorities
- Report homicidal ideation to the identified victim(s) and local police department
- Report suicidal intentions if treatment recommendations are not followed

BY CLICKING ON THE CHECKBOX BELOW I AM AGREEING THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ITEMS CONTAINED IN THIS DOCUMENT.