



HIPAA Notice of Privacy Practices

Your Privacy Rights: A Simple Guide to HIPAA

Your health information is personal, and keeping it private is one of our top priorities. A federal law called HIPAA (the Health Insurance Portability and Accountability Act) guarantees that your medical records are protected and gives you control over how your information is used.

Here is a short, simple summary of how your privacy is protected and what rights you have as a patient.

How We Protect Your Information

We secure your Protected Health Information (PHI). This includes your medical history, test results, diagnoses, prescriptions, insurance details, and personal contact information.

By law, we can only use or share this information without your written permission for three main reasons:

- Treatment: Sharing your details with other doctors, specialists, or pharmacies to coordinate your care.
- Payment: Sending information to your health insurance company to bill for your visits.
- Healthcare Operations: Running our clinic safely, training staff, and ensuring we provide high-quality care.

For any other reason—like sharing with your employer, a marketer, or researchers—we must get your signed, written permission first.

Your 4 Key Rights Under HIPAA

As a patient, you have strict legal rights over your health records. You have the right to:

1. See and Get a Copy of Your Records
2. You can request an electronic or paper copy of your medical and billing records. In most cases, we must provide this to you within 30 days.
3. Correct Your Records
4. If you review your files and notice an error (like an incorrect diagnosis or a misspelled name), you can ask us to correct it.
5. Choose How We Contact You
6. You can tell us how you want to be reached. For example, you can ask us to call your cell phone instead of your home phone, or ask us to send mail to a specific address.
7. Know Who Else Sees Your Information
8. You can request a list (an "accounting of disclosures") showing exactly who we have shared your health information with outside of standard treatment and billing.

Have Questions or Concerns?

If you have any questions or concerns about your privacy rights, please contact our office's privacy officer:
Leslie Hunstad 321-225-4565

If you ever feel your privacy rights have been violated, you have the right to file a complaint with our office privacy officer or directly with the U.S. Department of Health and Human Services (HHS). Filing a complaint will never affect the quality of care you receive here.