

Touchpoint Acupuncture: Notice of Privacy Practices

THIS NOTICE DESCRIBES HOW HEALTH INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION.

Respect for patient privacy is highly valued at Touchpoint Acupuncture. As required by law, I will protect the privacy of your health information that may reveal your identity and provide you with a copy of our notice, which describes the health information privacy procedures of my clinic when providing health care services.

REQUIRED PERMISSION TO USE AND DISCLOSE YOUR PROTECTED HEALTH INFORMATION

I will obtain a one-time general written consent to use and disclose your health information in order to treat you, obtain payment for that treatment, and conduct the clinic operations. This general written consent will be obtained the first time I provide you with treatment or services. This general written consent is a broad permission that does not have to be repeated each time I provide treatment or services to you.

HOW I MAY USE AND DISCLOSE YOUR HEALTH INFORMATION

USES AND DISCLOSURES

I use health information about you for treatment, to obtain payment for treatment, for administrative purposes and to evaluate the quality of care that you receive.

YOUR RIGHTS

In most cases, you have the right to look at or get a copy of health information about yourself. You also have the right to receive a list of certain types of disclosures of your information that we made. If you believe that information in your record is incorrect, you have the right to request that we correct the existing information.

OUR LEGAL DUTY

I am required by law to protect the privacy of your information, provide this notice about my information practices, follow the information practices that are described in this notice and seek your acknowledgement of receipt of this notice. Before I make a significant change in my policies, I will change my notice and post the new notice on my website: www.touchpointacupuncture.com. You can also request a copy of our notice at any time.

COMPLAINTS

If you are concerned that I have violated your privacy rights, or you disagree with a decision I made about access to your records, you may contact me to discuss. You also may send a written complaint to the U.S. Department of Health and Human Service.

If you have any questions about this notice or would like further information, please contact me directly: 646-875-8767.