



## NOTICE OF PATIENT INFORMATION PRACTICES

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED OR DISCLOSED AND HOW YOU CAN GET ACCESS TO INFORMATION. PLEASE REVIEW IT CAREFULLY.

TheraMAX Rehabilitation & Sports Physical Therapy, PLLC is required by law to protect the privacy of your personal health information, provide this notice about our information practices, and follow the information practices as described herein.

### USES AND DISCLOSURE OF HEALTH INFORMATION

TheraMAX Rehabilitation & Sports Physical Therapy, PLLC uses your personal information primarily for treatment, conducting internal administrative activities and evaluating the quality of care that we provide. For example, TheraMAX Rehabilitation & Sports Physical Therapy, PLLC may use your personal health information to contact you to provide appointment reminders, or information about treatment alternatives or other health related benefits that could be of interest to you.

TheraMAX Rehabilitation & Sports Physical Therapy, PLLC may also use or disclose your personal health information without prior authorization for public health purposes, for auditing purposes, for research studies and for emergencies. We also provide information when required to do so by the law.

In any other situation, TheraMAX Rehabilitation & Sports Physical Therapy, PLLC is may change its policy at any time. When changes are made, a new Notice of Information Practices will be posted in the waiting room and patient exam areas and will be provided to you on your next visit. You may also request and updated copy of your Notice of Information Practices at any time.

### PATIENT'S INDIVIDUAL RIGHTS

You have the right to view or obtain a copy of your personal health information at any time. You have the right to request that we correct any inaccurate or incomplete information in your records. You also have the right to request a list of instances where we have disclosed your personal health information for reasons other than treatment, payment, or other related administrative purposes.

You may also request in writing that we do not use or disclose your personal health information for treatment, payment and administrative purposes except when specifically authorized by you, when required by law or in emergency circumstances. TheraMAX Rehabilitation & Sports Physical Therapy, PLLC will consider all such requests on a case-by-case basis, but the practice is not legally required to accept them.

### CONCERNS AND COMPLAINTS

If you are concerned that TheraMAX Rehabilitation & Sports Physical Therapy, PLLC may have violated your privacy rights or if you disagree with any decision we have made regarding access or disclosure of your personal health information, please contact our practice owner (John McKillop, PT.) You may also send a written complaint to the US Department of Health and Human Services. For further information on TheraMAX Rehabilitation & Sports Physical Therapy, PLLC health information practices or if you have a complaint, please feel free to contact us immediately.

# KEEP THIS PAGE FOR YOUR RECORDS