

Notice of HIPAA Privacy Practices

This notice describes how medical informations about you may be used and disclosed and how you can get access to this information. Please review it carefully.

A law called HIPAA (Health Insurance Portability and Accountability Act) requires Leslie Burgess, ND to provide this notice to you.

We understand that information about you and your health is personal and sensitive in nature. We are committed to protecting the privacy of this information. Each time you visit Leslie Burgess, ND we create a record of the care and services you receive. We need this record to provide you with quality care and to comply with certain legal requirements. This notice applies to all the records of you care generated by Leslie Burgess, ND.

How we may use and disclose health information about you:

We may use or disclose your health information to provide you with medical treatment and healthcare services. We may share your health information with doctors, nurses, technicians, medical students, interns or other personnel who are involved in taking care of you during your visit with us or elsewhere for continuity of care.

Appointment reminders and health-related services – Leslie Burgess, ND may use and disclose protected health information to contact you as a reminder that you have an appointment with us and may use and disclose protected health information to tell you about health-related services that may be of interest to you. For example, Leslie Burgess, ND may contact you about a new patient service or new testing services available at her office specific to your situation.

Individuals involved in your care or payment for your care – Leslie Burgess, ND may disclose protected health information to a person who is involved in your care or helps pay for your care, such as a family member or friend. We also may notify your family about your location or general condition or disclose such information to an entity assisting in a disaster relief effort. As allowed by federal and state law, we may disclose the protected health information of minors to their parents or legal guardians.

Disclosure for judicial and administrative proceedings – Under certain circumstances, Leslie Burgess, ND may disclose your protected health information in the course of a judicial or administrative proceeding, including in response to a court or administrative order, subpoena, discovery request, or other lawful process. As required by law – Leslie Burgess, ND, must disclose your protected health information if required to do so by federal, state, or local law.

Personal Representative – Leslie Burgess, ND may disclose protected health information to your personal representative, as established under applicable law, or to an administrator, executor, or other authorized individual associated with your estate.

Serious threat to health or safety – Leslie Burgess, ND may disclose protected health information if necessary to prevent or lessen a serious and/or imminent threat to health or safety to a person or the public or for law enforcement authorities to identify or apprehend an individual.

Research – Leslie Burgess, ND may use and disclose protected health information for research purposes. Limited data or records may be viewed by researchers to identify patients who may qualify for their research project or for other similar purposes, so long as the researchers do not remove or copy any of the protected health information. Before we use or disclose protected health information for any other research activity, one of the following will happen: 1) a special committee will determine that the research activity poses minimal risk to privacy and that there is an adequate plan to safeguard protected health information; 2) if the protected health information relates to deceased individuals, the researchers give us assurances that the protected health information is necessary for the research and will be used only as part of the research; or 3) the researcher will be provided only with information that does not identify you directly.

Leslie Burgess, ND is required to provide patient notification if it discovers a breach of unsecured protected health information unless there is a demonstration, based on a risk assessment, that there is a low probability that the protected health information has been compromised. You will be notified without unreasonable delay and no later than 60 days after discovery of the breach. Such notification will include information about what happened and what can be done to mitigate any harm.

Leslie Burgess, ND reserves the right to make changes to this notice and to our privacy policies from time to time.

Print Name _____ Date _____

Signature _____ Witness _____