



## **Roots to Recovery Collective, LLC**

Substance Use Counseling & Peer-to-Peer Recovery Support

*Planting Hope, Growing Recovery*

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

Roots to Recovery Collective, LLC is committed to protecting your health information. We are required by law to:

- Maintain the privacy of your health information;
- Provide you with this notice of our legal duties and privacy practices;
- Follow the terms of the notice currently in effect.

### Uses and Disclosures:

We may use or share your information for treatment, payment, and health care operations purposes, including:

- Coordination with other providers involved in your care;
- Submitting claims to insurance companies;
- Quality improvement activities.

### Other Permitted Uses and Disclosures:

We may also disclose your information without your authorization when required or permitted by law, such as:

- Reporting abuse or neglect;
- Responding to legal proceedings or law enforcement inquiries;
- Preventing or controlling disease, injury, or disability.

### Your Rights:

- You may request restrictions on certain uses and disclosures;
- You may inspect and receive a copy of your records;
- You may request an amendment to your records;
- You may request an accounting of disclosures;
- You may request communications by alternative means.

### Changes to This Notice:

We reserve the right to revise this Notice. Any changes will be effective for information we already have about you.

### Questions and Complaints:

If you believe your privacy rights have been violated, you may file a complaint with us or the Secretary of Health and Human Services.

You will not be penalized for filing a complaint.

### Contact Information:

Roots to Recovery Collective, LLC  
1411 Brady St, Davenport, IA 52806  
Phone: 563-323-5295