



Notice of Privacy Practices

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.

Use and Disclosures

Treatment. Your health information may be used by staff members or disclosed to other health care professionals for the purpose of evaluating your health, diagnosing medical conditions, and providing treatment. For example, results of laboratory tests and procedures will be available in your medical records to all health professionals, who may provide treatment or who may be consulted by staff members.

Payments. Your health information may be used to seek payment from your health plan, from other sources of coverage such as automobile insurer, or from credit card companies that you may use to pay for services. For example, your health plan may request and receive information on dates of services, the services provided, and the medical condition being treated.

Health Care Operations. Your health information may be used as necessary to support the day-to-day activities and management of **Three Peaks Physical Therapy, Massage & Acupuncture**. For example, information on the services you received may be used to support budgeting and financial reporting, and activities to evaluate and promote quality.

We may also create and distribute de-identified health information by removing all references to individually identifiable information.

We may contact you to provide appointment reminders or information about treatment alternatives or other health related benefits and services that may be of interest to you.

Any other uses and disclosures will be made only with your written authorization. You may revoke such authorization in writing, and we are required to honor and abide by that written request, except to the extent that we have already taken actions relying on your authorization.

Individual Rights

You have certain rights under the federal privacy standards. These include:

- The right to request restriction on the use and disclosure of your protected health information
- The right to receive confidential communications concerning your medical condition and treatment
- The right to inspect and copy your protected health information
- The right to receive an accounting of how and to whom your protected health information has been disclosed
- The right to receive a printed copy of this article

Three Peaks Physical Therapy, Massage & Acupuncture duties:

By law, we are required to maintain the privacy of your protected health information and to provide you with this notice of privacy practices.

This notice is effective as of November 1, 2002, and we are required to abide by the terms of the notice of privacy practices currently in effect. We reserve the right to change the terms of our notice of privacy practices and to make new notice of provisions effective for all protected health information that we maintain. We will post and you may request a written copy of the revised notice of privacy practices from this office.

You have recourse, if you feel that your privacy protections have been violated. You have the right to file a written complaint with our office or with the Department of Health and Human Services, Office of Civil Rights about violations of the provisions of this notice or the policies and procedures of our office. We will not retaliate against you for filing a complaint.

Please contact us for more information:

Lenore Newitz
Three Peaks Physical Therapy, Massage & Acupuncture
375 Main Street
Islip NY 11751
631-446-1046

For more information about HIPAA, or to file a complaint:

US Department of Health and Human Services
Office of Civil Rights
200 Independence Ave, S. W.
Washington D.C. 20201
202-619-0257
Toll-free 1-877-696-6775