

### **Privacy Policy - HIPPA**

Foundational Wellness is sensitive to protecting the privacy of our website visitors. The purpose of this Privacy Statement is to let you know how Foundational Wellness handles information received from you through this website, as well as inform you of the risks involved when you communicate or provide information by way of the Internet. Keep in mind that changes are periodically made to this Privacy Statement without notice, and it is your responsibility to review the Statement when you use this website. By continuing to use this site, you consent to any changes to our policy or terms of use.

During your visit to Foundational Wellness website, remember that the health information presented here is intended to be general in nature, and should not be viewed as a substitute for professional advice. Please consult with a health care professional for all matters relating to personal medical and health care issues.

### Health and Medical Information

Certain health and medical information about you is protected under the Health Insurance Portability and Accountability Act ("HIPAA") and applicable state law. This information may be provided by you online or offline or may be collected by us from other methods such as through a health care provider. Foundational Wellness LLC protects covered health and medical information as required by HIPAA and applicable state law. Similarly, Foundational Wellness LLC may use covered health and medical information as permitted by HIPAA and applicable state law.

This office takes the issue of confidentiality very seriously. Therefore, it is the strict policy of this practice to comply with the Health Insurance Portability and Accountability Act (HIPPA), regarding your client rights and the manner in which we maintain your confidential records. There are several tools on the U.S. Health and Human Services website, at <u>www.hhs.gov/ocr</u>, that you can access to assist with providing additional information regarding your rights.

"You should know that you have the right to...ask to see and get a copy of your health records from most doctors, hospitals, and other health care providers such as pharmacies and nursing homes, as well as from your health plan; and get the copy of your record in the way that you want – such as an electronic copy or paper copy – if your plan or provider is able to do so."

Per HIPPA, you have a right to a copy of our Privacy Practices Policy if you so choose.

Copies of this policy describing our polices are available for review or receipt upon request.

# Security/Confidentiality

No transmission of data over the Internet or any wireless network can be guaranteed to be 100 percent secure. Foundational Wellness will, however, use a number of physical security methods (such as locks and alarm systems); electronic security methods (passwords and encryption methods); and procedural methods (rules regarding the handling and use of information) to protect the security and integrity of information submitted through this Web site.

### Information Collection and Storage

Personally, Identifiable Information: The personal information you submit is shared only with those people at Foundational Wellness who need this information to respond to your question or request, and as otherwise permitted by law to allow Foundational Wellness to operate our business or to comply with applicable laws.

As used in this Privacy Statement, personal information does not include information protected under HIPAA or applicable state laws, which is protected as described in the section "Health and Medical Information" above.

*Non-Personally Identifiable Information*: Foundational Wellness collects information that does not personally identify you for various purposes (for example, website usage, traffic patterns, site performance and related statistics based on your visits to our website).

### Email

Most email does not provide a completely secure and confidential means of communication. It is possible that your email could be viewed inappropriately by another Internet user. If you choose to provide us with your email, any misaddressing may result in others intercepting, altering, forwarding, or using the information without authorization. If you wish to keep your information completely private, you should not use email to communicate with Foundational Wellness.

At times, a representative from Foundational Wellness website may wish to deliver information to you via email. In addition, Foundational Wellness Marketing and Communications Department may occasionally distribute news and announcements via email.

Please note, Foundational Wellness does not sell, trade, or otherwise share our email lists with others. You may remove your name from any list you have registered for using our website's established method.

- If you receive email at work, your employer may have the right to save and read your email; similarly, your Internet service provider may have the right to save and read your email.
- If you share your email account, others may view your emails.
- Email can be used unknowingly to spread computer viruses.

## Printing or Downloading Information

Unless otherwise stated, you may print or download information from Foundational Wellness website for personal, noncommercial use only. You must, however, identify the source of the material and include a statement that the materials are protected by copyright law.

## Website Contact Information

If you have questions about this Privacy Statement, please contact Foundational Wellness at: <a href="mailto:sarahpierson@foundationalwellness.us">sarahpierson@foundationalwellness.us</a>

Foundational Wellness LLC

Reno, NV



Please initial one of the following acknowledging Foundational Wellness Privacy Policy/HIPPA:

I have been made aware that I can request to review and/or receive a copy of this offices' Privacy Practices Policy and have chosen not to do so at this time.

\_\_\_\_\_ I have requested/reviewed the Privacy Practices for this office.

Clients Name: \_\_\_\_\_

Date: \_\_\_\_\_

(Please Print)

Clients Signature: \_\_\_\_\_