

Patient Privacy Policy & HIPAA Notice of Privacy Practices (NPP)
[Practice Name] – Consigliere Medical Practice

Effective Date: [Insert Date]

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

1. Our Commitment & Legal Duties

[Practice Name] (“Practice,” “we,” “us”) is committed to protecting the privacy and confidentiality of your medical and personal information. We are required by law to maintain the privacy and security of your protected health information (“PHI”), provide this Notice, and follow its terms.

2. Information We Collect

We collect health, demographic, and payment information necessary to provide medical services, coordinate care, and operate our practice. Information may be obtained directly from you or from authorized third parties involved in your care.

3. How We Use and Disclose Your Information

Treatment: Providing, coordinating, and managing healthcare services.

Payment: Billing and payment-related activities, when applicable.

Healthcare Operations: Practice management, quality improvement, training, and legal compliance.

Consigliere Care Coordination: With your consent or direction, coordination with specialists, institutions, family members, caregivers, or professional advisors.

As Required by Law: Disclosures required by federal, state, or local law.

4. Uses and Disclosures Requiring Authorization

We will not use or disclose PHI without your written authorization for marketing, sale of PHI, or most psychotherapy notes. Authorizations may be revoked in writing, except where already relied upon.

5. Your Rights

You have the right to access, amend, restrict, request confidential communications, receive an accounting of disclosures, and obtain a paper copy of this Notice. Requests must be submitted in writing and will be handled in accordance with applicable law.

6. Safeguards

We maintain administrative, technical, and physical safeguards designed to protect PHI from unauthorized access, use, or disclosure.

7. Breach Notification

If a breach of unsecured PHI occurs, we will notify affected individuals as required by law.

8. Changes to This Notice

We reserve the right to change this Notice at any time. Revised versions will apply to all PHI we maintain and will be made available upon request and on our website.