



PRIVACY POLICY EFFECTIVE 1 SEP 2023

## I. INTRODUCTION

This Privacy Policy ("Policy") is intended to inform you of our policies and practices regarding the collection, use, and disclosure of any personal information we obtain about you based upon your use of our medical services. We respect your privacy, and we are committed to protecting it through our compliance with this policy.

## II. INFORMATION WE COLLECT

We collect several types of information from and about users of our services, including:

1. **Personal Information:** This includes your name, postal address, email address, telephone number, social security number (when necessary), and any other identifier by which you may be known.
2. **Medical Information:** This includes your medical history, treatment plans, health insurance information, and any other health-related information that we may collect as part of providing our services.

## III. HOW WE USE YOUR INFORMATION

We use the information we collect about you for various purposes, including:

1. To provide you with the medical services you request.
2. To communicate with you about your health, treatment options, and other related information.
3. To bill and collect payment from you, your health insurance company, or third parties.
4. To comply with legal obligations and professional standards.

## IV. DISCLOSURE OF YOUR INFORMATION

**We do not sell, rent, or lease your personal information to third parties.** However, we may disclose your personal information to third parties in the following circumstances:

1. To our contractors, service providers, and other third parties we use to support our business.
2. To comply with any court order, law, or legal process, including to respond to any government or regulatory request.
3. If we believe disclosure is necessary or appropriate to protect the rights, property, or safety of our practice, our patients, or others.

## V. DATA SECURITY

We have implemented measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration, and disclosure. However, the transmission of information via the internet is not completely secure, and we cannot guarantee the security of your personal information transmitted through our services.

## VI. CHANGES TO OUR PRIVACY POLICY

We will post any changes we make to our privacy policy on our website and the most recent version will always be available to you on the website. The date the privacy policy was last revised is identified at the top of the page. You are responsible for ensuring we have an up-to-date active and deliverable email address for you, and for periodically visiting our website and this privacy policy to check for any changes.

## VII. CONTACT INFORMATION

If you have any questions, concerns, complaints, or suggestions regarding our Privacy Policy, have any requests related to your Personal Information pursuant to applicable laws, or otherwise need to contact us, you may do so at [Treat-ADHD.com](http://Treat-ADHD.com), PLLC 38426 N 5<sup>th</sup> ST, Phoenix, AZ. 85086, 770.598.0700 or [todd@treat-adhd.com](mailto:todd@treat-adhd.com) (do not send protected personal information via text or email. For secure messaging ALWAYS use the Patient Portal provided to you as a patient).