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**PATIENT RIGHTS AND RESPONSIBILITIES**

You have a right...

- ...to be treated with respect in a manner that recognizes your need for privacy and dignity
- ...to be informed of your diagnosis, prognosis, or treatment options in terms you can understand.
- ...to be informed about recommended treatment and alternative treatments and to be advised of the potential outcomes of each treatment.
- ...to refuse treatment and to be advised of the probable consequences of your decision.
- ...to schedule a time to inspect your medical record, and to receive copies of requested pages at a nominal charge for photocopying.
- ...to request that your medical record be corrected or amended. If your doctor believes the record is accurate and complete, you have a right to include a statement of disagreement in your medical record.
- ...to limit access to your medical record without written consent, except to health care providers, payers, and law enforcement.
- ...to participate in making decisions about your health care.
- ...to file a grievance with the Department of Health and Human Services.

You have a responsibility...

- ...to provide all medical history, including past care, illnesses, and medications to your doctor, so the best treatment plan can be determined.
- ...to provide accurate health insurance information, and to inform the office of any changes in coverage.
- ...to inform the office if you have more than one insurance coverage.
- ...to know the proper use of your insurance, and how to obtain covered services, and to follow the rules of your plan.
- ...to keep scheduled appointments, or to provide adequate notice to us if you are delayed or need to cancel.
- ...to pay co-payments, deductibles, and non-covered services.
- ...to ask questions about your care until you fully understand.
- ...to follow the advice of your doctor, and to inform the doctor if you refuse to comply with the medical advice given.
- ...to be courteous to other patients, families and office staff.

## MISSION STATEMENT

Our goal is to promote wellness and minimize lifestyle disturbance to patients with asthma, allergies, and immunologic disorders. We strive for individualized, professional, caring interventions and disease management.