



Notice of Privacy Practices (Summary)

This notice describes how your health information may be used and disclosed and how you can access it.

Mary Smith, LPC, LLC is committed to protecting your privacy in accordance with HIPAA, the HITECH Act, and applicable state laws.

Uses and Disclosures: Your Protected Health Information (PHI) may be used for treatment, payment, and healthcare operations, and when required by law (e.g., safety concerns, court orders). We apply the minimum necessary standard.

Authorization: Certain uses (such as psychotherapy notes, marketing, or non-routine disclosures) require your written authorization, which you may revoke at any time.

Telehealth: We use SimplePractice, a HIPAA-compliant platform with a Business Associate Agreement for secure scheduling, communication, and telehealth services.

Your Rights: You have the right to access, amend, and request restrictions on your information, request confidential communication, and request that information not be shared with your health plan if you pay out-of-pocket in full.

Security: We use safeguards including encryption, secure systems, and access controls. In the event of a breach, you will be notified within 60 days.

Complaints: You may contact us or file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights:
<https://www.hhs.gov/ocr/privacy/hipaa/complaints/>

This is a summary. A full Notice of Privacy Practices is available upon request.

marysmithcounseling.com