

POLICY TITLE: HIPAA Privacy Policy

INITIAL DATE: 02/16/20219

REVIEWED/REVISED: 06/10/2026

NOTICE OF PRIVACY PRACTICES

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

At Clinique en Beauté, we are committed to protecting the privacy and confidentiality of your health information in accordance with the requirements of the Health Insurance Portability and Accountability Act (HIPAA) and other applicable federal and state laws.

Our Responsibilities

Clinique en Beauté is required by law to:

- Maintain the privacy and security of your Protected Health Information (PHI)
- Provide you with this notice of our legal duties and privacy practices
- Notify you promptly if a breach occurs that may compromise the privacy or security of your information
- Follow the duties and privacy practices described in this Notice

Protected Health Information (PHI) includes information that identifies you and relates to your past, present, or future physical or mental health condition, treatment, or payment for healthcare services.

How Clinique en Beauté May Use and Disclose Your Information

Clinique en Beauté may use and disclose your PHI without your written authorization for the following purposes:

1. Treatment

We may use and share your information to provide, coordinate, or manage your skincare treatments or healthcare services, with the following:

- Evaluating your suitability for aesthetic treatments
- Reviewing your medical history before procedures
- Coordinating care with physicians, nurse practitioners, or other healthcare providers involved in your treatment

2. Payment

We may use and disclose your information to obtain payment for services rendered, including:

- Processing insurance claims when applicable

- Verifying coverage
- Collecting payment for medical services

3. Healthcare Operations

We may use your information for activities necessary to operate our practice, including:

- Quality assessment and improvement activities
- Staff training and credentialing
- Compliance audits
- Business management and administrative functions

4. Appointment Reminders and Communications

We may contact you regarding:

- Appointment reminders
- Follow-up care instructions
- Treatment recommendations
- Information about health-related products or services offered by our practice

Communications methods are at the discretion of the patient/client. This may be changed at their request at any time. Communication may occur via:

- Telephone
- Voicemail
- Text message
- Email
- Patient portal
- Clinique en Beauté Website
- Clinique en Beauté App

5. Individuals Involved in Your Care

Patients/clients may choose a person as a point of contact. Unless Clinique en Beauté is notified otherwise, relevant information may be shared with this person if necessary.

6. As Required by Law

We may disclose PHI when required by federal, state, or local law. Examples include:

- Public health reporting
- Reporting abuse or neglect
- Responding to court orders or subpoenas
- Law enforcement requests when legally permitted

7. Public Health and Safety

We may disclose information to:

- Prevent serious threats to health or safety
- Report adverse events related to treatments or products
- Comply with public health regulations

8. Business Associates

We may share information with trusted vendors who assist us in operating our practice. These parties are also required by law and contracted to protect your information. Business Associates may include, but are not limited to:

- Electronic medical record providers
- Billing companies
- IT service providers
- Compliance consultants

Uses and Disclosures Requiring Your Authorization

We will obtain your written authorization, which may be revoked at any time with notification to the manager or owner of Clinique en Beauté. Uses may include, but are not limited to the following:

- Using your information for marketing purposes not permitted by HIPAA
- Selling your health information
- Disclosing psychotherapy notes (if applicable)
- Using patient photographs or videos for advertising, social media, websites, testimonials, or promotional materials

Medical Spa Photography and Before-and-After Images

Refusal to authorize marketing use of photographs and videos will not affect your treatment in any way. However, since aesthetic and wellness treatments focus on skin improvement, weight loss, improved body image, etc. photography is often involved to examine comparisons. These could include, but are not limited to the following:

- Clinical photographs may be taken for treatment planning, documentation, and medical record purposes
- Clinical photographs used solely for treatment documentation become part of your medical record and are protected under HIPAA
- Separate written authorization is required before any photographs or videos are used for marketing, educational, social media, website, advertising, or promotional purposes

Your Rights Regarding Your Health Information

You have the right to:

1. Access Your Records - Request to inspect or obtain copies of your medical records and billing information
2. Request Corrections - Request amendments to information you believe is inaccurate or incomplete
3. Request Confidentiality Communication – Request communication with you in a specific way or location

4. Request Restrictions - Request limitations on certain uses and disclosures of your information
5. Obtain an Accounting of Disclosures - Request a list of certain disclosures made outside of treatment, payment, and healthcare operations
6. Receive a Copy of This Notice - Request a paper or electronic copy of this policy at any time.
7. File a Complaint - If you believe your privacy rights have been violated, you may file a complaint without fear of retaliation.

Security Measures

Clinique en Beauté maintains administrative, technical, and physical safeguards to protect your information, including:

- Secure electronic medical records
- Password-protected systems
- Encryption where appropriate
- Staff HIPAA training
- Access controls and audit logs
- Secure document disposal procedures

Text Messaging and Email Communications

While Clinique en Beauté takes appropriate and reasonable measures to protect electronic communications, email and text messaging may not always be secure. By providing your contact information, you acknowledge that:

- Appointment reminders and treatment-related communications may be sent electronically
- You may opt out of non-essential communications at any time

Changes to This Notice

Clinique en Beauté reserves the right to modify this policy and make revised versions effective for all PHI we maintain. Updated notices will be posted in our office and made available upon request.

Contact Information

If you have questions about this policy or wish to exercise your privacy rights, please contact:

Owner: Maureen Corl
Clinique en Beauté
7136 Miami Avenue
513-271-0846
maurencorl@cliniqueenbeaute.com

Complaints

You will not be penalized or retaliated against for filing a complaint.



You have the right to file a complaint with:

**U.S. Department of Health and Human Services
Office for Civil Rights**

[Office for Civil Rights Complaint Portal](#)