

**NOTICE OF PRIVACY PRACTICES
SUMMARY OF NOTICE**

PLEASE REVIEW CAREFULLY.

This notice describes how medical information about you may be used and disclosed and how you can get access to this information.

Counseling for Wholeness via Maureen McLain, keeps medical information about you. This information is personal and private. This information is used in several ways. **FIRST**, the information is used when treating you or referring you for treatment. **SECOND**, the information is used to provide a record of services that you may choose to submit for out-of-network provider to your insurance carrier. **LASTLY**, the information is used for health care operations and quality assurance.

UNDER THE LAW, each patient has certain rights to the medical information kept at Counseling for Wholeness by Maureen McLain. Your rights are:

- Access. You can ask to **look** at your information.
- Restriction. You can **limit who sees** your information and limit what information is sent out and to whom.
- Amending. You can **ask to change** medical information if it is wrong.
- Accountability. You can ask to see a list of places **where your information** has been sent.

You have the right to file a complaint regarding privacy with the Secretary of Health and Human Services by calling toll free: 1-877-696-6775.

Florida Statutes: Florida statutorily grants patients the right of access to medical records maintained by health care practitioners. The disclosure of patient information by providers is generally prohibited without the patient's consent, subject to specified exceptions. Florida also has numerous laws protecting the confidentiality of health information held by a variety of entities and government agencies.

I have read, understand and been provided a personal copy of this Notice of Privacy Practices.

Patient Signature

Dated

Printed Name