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# **Notice of Privacy Practices**

This notice describes how your health information may be used and disclosed, and how you can access this information. Please review it carefully.

### **Our Commitment to Your Privacy**

Mauli Ola Therapy Center and our providers are committed to protecting your personal health information. We create records of your care to provide quality services and comply with legal requirements. This notice explains how we may use and disclose your health information, your rights, and our obligations.

### How We May Use and Disclose Your Health Information

We may use or disclose your health information for:

- **Treatment, Payment, and Healthcare Operations:** For providing care, processing payments, and managing our practice.
- **Legal Requirements:** In response to court orders or legal processes.
- **Public Health and Safety:** Reporting abuse, preventing harm, and other required public health activities.
- **Health Oversight Activities:** Audits, investigations, and compliance checks.
- Law Enforcement and Legal Proceedings: Reporting crimes or responding to legal requests.
- **Research:** Comparing therapies or outcomes (with safeguards).
- **Appointment Reminders and Health Benefits:** Contacting you about appointments or services.

### **Uses and Disclosures Requiring Your Authorization**

Some uses and disclosures require your written permission, including:

- **Psychotherapy Notes:** Except in specific situations outlined by law.
- Marketing or Sale of Your Information: We do not use or sell your information for these purposes.

# Uses and Disclosures You Can Object To

We may share your information with family or others involved in your care unless you object.

# Your Rights Regarding Your Health Information

You have the right to:

- Request limits on uses and disclosures.
- Request restrictions for services paid out-of-pocket in full.
- Choose how we contact you.
- See and get copies of your health records (except psychotherapy notes).
- Get a list of certain disclosures.
- Request corrections to your health information.
- Receive a paper or electronic copy of this notice.

# **Changes to This Notice**

We may change this notice at any time. The updated notice will be available in our office and on our website.

#### **Effective Date**

This notice is effective as of February 1, 2018.