

Notice of Privacy Practices

HIPAA is a set of federal regulations that grants rights and sets federal standards of privacy, security, and the sharing of all protected medical information not just electronically stored client data. HIPAA privacy compliance began on April 8, 2008. State statutes that require same level or higher protection of privacy of health information can supersede these regulations. Special kinds of health information have specific laws and rules that have to be followed before that information can be disclosed.

Mental Health Treatment: Mental health treatment records are protected under federal and state laws and regulations and cannot be disclosed without your written authorization, unless otherwise allowed in federal and state laws or regulations. To release mental health treatment information, this authorization must include a statement of the specific information that you are giving permission to release, such as "assessment, treatment plan, attendance, discharge plan." Also, disclosure of your therapist's own notes (psychotherapy notes) needs separate permission. Re-disclosure of your mental health treatment records is prohibited, except in compliance with law or with your written permission.

HIV and Sexually Transmitted Diseases (STD): All information about HIV and sexually transmitted diseases is protected under federal and state laws and cannot be disclosed without your written authorization unless otherwise provided in the regulations. To release HIV or STD information, this authorization must include a statement of the specific HIV or STD information that you are giving permission to release. Re-disclosure of HIV information is not allowed, except in compliance with law or with your written permission.

Alcohol and Drug Treatment: Alcohol and/or drug treatment records are protected under federal and state laws and regulations and cannot be disclosed without your written authorization, unless otherwise provided for in federal and state laws or regulations. To release alcohol and drug treatment information, this authorization must include a statement of the specific information that you are giving permission to release, such as "assessment, treatment plan, attendance, and discharge plan." Re-disclosure of your alcohol and/or drug treatment records is not allowed, except in compliance with law or with your written permission.

In addition, a summary of the impact of the federal law is as follows:

Uses and disclosures Requiring Authorization

With your written consent, you may disclose Protected Health Information (PHI) designating: to whom; what types of information; for what purpose; and, how long this release will be in effect or if it will expire at any time, or set certain restrictions. You may revoke the release at any time or set certain restrictions

Uses and Disclosures with Neither consent nor Authorization

- Adult and Domestic Abuse
- Judicial or Administrative Proceedings
- Serious Threat to Health or Safety
- Worker's Compensation
- National Security and Intelligence Activities
- Protective Services for the President and others
- Health Oversight. If a complaint filed against Anna Lively., with the Florida Department of Health on behalf of the Board of Business and Professional Regulations
- Child Abuse

Client Rights

- Right to Request Restrictions. You have the right to request restrictions on certain information.
- Right to Receive Confidential Communications by Alternative Means and at alternative Locations.
- Right to Inspect and copy. You have a right to inspect and/or copy PHI.
- Right to Amend.
- Right to an Accounting. You have a right to an accounting of any disclosure of your PHI.
- Right to a Paper Copy of this notice
- Right to inform as to how and when you want to be contacted

Counselor's Duties

- Maintain the privacy of PHI.
- Reserve the right to change the policies and practices. If revised, you will be notified at current address

Questions or Complaints

If you believe that your privacy rights have been violated and wish to file a complaint, you may notify Anna Lively, PO Box 752, Balm FL 33503, or you may contact the Florida Board of Clinical Social Work, Marriage & Family Therapy & Mental Health Counseling at http://doh.state.fl.us/mqa/491/soc_consumer.html#Consumer or call them at 888-419-3456. You have specific rights under the Privacy Rule. There will be no retaliation against you for exercising your right to file a complaint. I understand and agree to the conditions of the notification.

Signature of client or guardian

Date

Witness

Date