



## Notice of Privacy Practices

Recent regulations require you to acknowledge that you have been informed of how your health information may be used and disclosed.

### **We may use or disclose your health information under the following circumstances:**

- to a physician or other healthcare provider providing treatment to you
- to obtain payment for services we provide to you, e.g. to your insurance carrier
- to a family member, friend or other person to the extent necessary to help with your health care or with payment for your care, but only if you agree
- to notify persons responsible for your care. In the event of an emergency circumstance, we will disclose information using our professional judgment, disclosing only what is directly relevant to the person's involvement in your healthcare
- when we are required to do so by law
- to provide you with appointment reminders, e.g. voicemail messages or postcards.

If you wish to request a copy of your healthcare information, or wish to amend the information, your request should be made in writing.

**In summary, we disclose your information only to the extent that we must in order to treat you, or obtain payment for your treatment. This is not a change in our policy, merely a statement of our usual practices.**