



NOTICE OF PRIVACY PRACTICES

Protecting the privacy of your personal health information is important to us. This notice describes how information about you may be used and disclosed and how you can get access to the information. Please review it carefully.

La Ruffa Chiropractic & Sports Rehab is required to maintain the privacy of your health information. Our practice is required to provide a notice of our privacy practices and must abide by the terms of this notice. We have the right to change this notice in the future. Any revisions will be displayed in a clearly visible location in our office and copy of these revisions will be available at your request.

How We May Use Your Information

Your health information can be disclosed for the purposes of treatment by healthcare providers, office operations, and for the purposes of seeking payment from your health insurance plan.

Other disclosure of your protected health information without authorization is strictly limited to defined situations that include emergency care, quality assurance, public health, research, and law enforcement activities. You have the right to request restrictions on disclosures.

Authorized disclosure of your information to third parties will only be made after obtaining your consent.

Your Rights

You may inspect or receive copies of your records within 30 days of your request. There may be a reasonable cost-based fee for photocopying, postage, and preparation.

You may request changes to your records or request specific restrictions to disclosures. Our office has the right to accept or deny your request.

You may request a list of disclosures we have made of your healthcare information within six years. This list will not include disclosures allowed without authorization.

You may request confidential communications for the purposes of appointment reminders, announcements, or to inform you about our practices and staff.

If you think we have not properly respected the privacy of your health information you are free to file a complaint by contacting our Office Manager, Iris Ramos, at (561) 745-1002. You also have the right to contact the U.S. Department of Health and Human Services, Office for Civil Rights.