

KATZ
PSYCHOLOGICAL
SERVICES, PLLC



HIPAA Notice of Privacy Practices at Katz Psychological Services

THIS NOTICE PROVIDES YOU INFORMATION REGARDING HOW YOUR MEDICAL INFORMATION MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO SUCH INFORMATION. PLEASE READ CAREFULLY.

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) is a federal law desired to protect your privacy whenever your health care providers have to discuss your case or send information to other offices. We keep a file to record our services but your protected health information (PHI) is kept confidential.

The behavioral health provider can share the details of your personal health information for purposes of “treatment, payment, and health care operations.” This means your behavioral health provider can talk to you about your situation and discuss it with other health care providers within the practice if they provide you with health care services or are involved in your case. The behavioral health provider can share information with your health insurance company if it is needed for the purposes of billing and to collect payment for treatment and services provided by me to you. I may also provide your PHI to my business associates, such as billing providers, claims processing companies, and others that process my health care claims.

I may also disclose your PHI to others without your prior written consent if you are incapacitated or if an emergency exists. For example, your consent is not required if you need emergency treatment as long as I try to get your consent after treatment is rendered; or if I try to get your consent but you are unable to communicate with me and I think you would consent to such treatment if you were able to do so.

The law also requires behavioral health providers to share your information in precise situations: for example, if a subpoena has been served to the behavioral health provider, to turn over medical records or a federal agency is investigating a complaint that we have not been protecting your privacy; if a report needs to be made to applicable governmental officials about victims of abuse or neglect; in response to a search warrant; or to avert a serious threat to health or safety of others.

Any other time the behavioral health provider shares your personal health information, it has to be with your authorization and your consent in writing first. When you do give us permission to turn over information about you, we will give out only the minimum amount of information needed for the purpose of the disclosure.

Your four rights under HIPAA:

1. Access (you can ask your behavioral health provider to see all of the PHI on file for you);
2. Amendment (you can ask the therapist to change our files to amend inaccurate PHI);
3. Disclosure Accounting (you can ask to whom the Behavioral Health Provider has given your PHI);
4. Restriction Request (you can put limits as to who the Behavioral Health Provider’s use and share your PHI).

It is our duty under HIPAA to give you this notice, so you understand how we keep your private health information confidential. If this notice were to change, we will provide you with a new copy.

Please contact Dr. Jamie Katz, DrJamie@Katzpsychological.com, if you have questions or concerns regarding how we protect your privacy.

You can complain if you believe your privacy hasn’t been protected by the behavioral health provider. First please bring your complaint up to Dr. Jamie Katz who has the duty to try to patch things up. We ensure we will not penalize you for making a complaint. If Dr. Jamie Katz doesn’t address your complaint adequately, you can go the Office of Civil Rights of the Federal Health and Human Services Dept., to ask for a formal investigation. You can learn how to file the complaint at: <http://www.hhs.gov/ocr/privacy/hipaa/complaints>.

I have received a copy of the Katz Psychological Services Privacy Practices under HIPAA.

Patient Signature:

Today’s date: