



Health insurance portability and accountability act

- HIPAA - (Privacy Consent Required by Federal Law)

1. It is our policy to disclose only the minimum personal information necessary for your treatment and our payment. However, it is probably obvious that certain information must be disclosed for billing; scheduling surgery, laboratory testing and imaging studies; obtaining referrals; discussing your case with health care providers already involved in your care or, in the event of a difficult case, with specialists who may not have examined you yet. You are permitted to request specific restrictions regarding such disclosures (but federal law does not require us to agree to such restrictions, and we may mutually agree that it is better for you to obtain care from another doctor).
2. Although it is sometimes helpful to disclose personal information to family members or friends, you may request that we not do so. Generally, we would only disclose such information under the following circumstances. First, if you have glaucoma, macular degeneration, or retinal detachment we would usually want your blood relatives to know because their risk is increased by heredity. Second, if a patient needs help from a spouse, children or friend, it is often helpful to disclose to those individuals personal information regarding diagnosis, treatment and prognosis. If you do request non-disclosure to family or friends, we are not required to agree to the restriction, but usually would do so.
3. You are entitled to review, or for a fee receive a copy of, your medical record. You may also instruct us to correct any errors that may exist in your record.
4. You may instruct us to contact you only confidentially. For example, you may request that we not leave messages on your answering machine. Or, you may choose to have billing statements sent to a post-office box or neighbor's house. Or you may ask that we only call you at a certain phone number.
5. If we agree to any restrictions, we must honor them.
6. If you have any questions or concerns regarding this policy that cannot be answered by the secretary, you may speak with the doctor. Complaints may be registered with the federal government via the Secretary of the Department of Health and Human Services.

Signature

Date