

Chellis Chiropractic

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Notice of Privacy Practices

Chellis Chiropractic is committed to providing you with high quality care and forming a relationship with you that is built on trust. This means respecting your privacy and the confidentiality of your medical information. We protect your privacy and confidentiality rights by having put into practice policies and procedures that allow access to your personal medical information only for legitimate reasons. As we provide for your care, we keep a complete copy of your medical history, current condition, treatment plan and all treatment given including the results of all tests, procedures and therapies. Whether this information is stored in writing, on a computer or other means we will keep the information in a safe and secure way that protects your privacy and confidentiality. Other physicians and health care professionals who are involved in your care need access to this information in order to provide appropriate treatment for you. You, and anyone to whom you give written permission, or your legal representatives, have the right to read or obtain a copy of your medical information. Original files and reports remain the physical property of Chellis Chiropractic.

To ensure your privacy, Chellis Chiropractic has put in place detailed policies regarding access to medical records by our staff and employees, and has carefully outlined the circumstances under which medical information may be released to parties outside of this facility. The policies conform to state and federal law and are designed to safeguard your privacy. Our staff and employees are trained in the appropriate use of medical information and know that it is available to them only to continue to provide care to you or for other limited but legitimate reasons. A violation of confidentiality or a failure of an employee to protect your information from accidental or unauthorized access will not be tolerated. This may include the employee being fired from his/her job.

We do not allow others outside of our office access to any of your information unless we have the appropriate authorization to do so. We will respect your authorization to release information on your first visit. In addition, some laws prevent certain types of information from being released without specific patient permission. Examples include, but are not limited to: confidential details of psychotherapy by a psychologist, licensed psychologist or psychiatric clinical nurse specialist, other professional services of a licensed psychologist, social work counseling/therapy, Domestic Violence Victims Counseling, Sexual Assault Counseling, HIV test results, records pertaining to sexually transmitted diseases, and alcohol and drug abuse records. Please note, however, that the law requires some information to be disclosed in certain circumstances. This includes mandatory reports of the abuse of children or the elderly or disabled persons. Also, subpoenas or court orders may compel the disclosure of confidential or privileged health information in the context of a lawsuit or administrative proceeding. Medical records are sometimes used for reasons other than the rules of regulatory agencies for the efficient and effective utilization of care such as Medicare, Department of Public Health or for your care.

You have the right to request that we do not disclose your health information to specific individuals, companies, or organizations. If you would like to place any restrictions on the use or disclosure of your health information, please let us know in writing. We are not required to agree to your restrictions. However, if we agree with your restrictions, the restriction is binding on us.

You may revoke your consent to us at any time; however, your revocation must be in writing. We will not be able to honor your revocation request if we have already released your health information before we receive your request to revoke your authorization. If you were required to give your authorization as a condition of obtaining insurance, the insurance company may have a right to your health information if they decide to contest any of your claims.

Anyone reviewing records must follow the same confidentiality laws and rules required of all health care providers. Patient records are valuable tools used by researchers in finding the best possible treatments for diseases and medical conditions. All researchers must follow the same rules and laws that other health care workers are required to follow to insure the privacy of patient information. Information that may identify you will not be released to anyone outside our office without your written approval. In all research conducted within our office concern for your privacy and well-being is our first priority.

Privacy: The Standards for Privacy of Individually Identifiable Health Information ("Privacy Rule") establishes, for the first time, as set of a national standards for the protection of certain health information. The U.S. Department of Health and Human Services issued the Privacy Rule to implement the requirement of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"). A major goal of the Privacy Rule is to assure that individuals' health information is properly protected while allowing the flow of health information needed to provide and promote high quality health care and to protect the public's health and well being.

You can be assured that our office takes your privacy seriously and is in compliance with all HIPPA guidelines. If you have any questions about the privacy of your medical records, please speak with us. We will be happy to help you.