



HIPAA NOTICE OF PRIVACY PRACTICES

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

I am required by law to maintain the privacy and security of your protected health information (“PHI”) and to provide you with this Notice of Privacy Practices (“Notice”). I must abide by the terms of this Notice, and I must notify you if a breach of your unsecured PHI occurs. I can change the terms of this Notice, and such changes will apply to all information I have about you. The new Notice will be available upon request, and in my office.

Except for the specific purposes set forth below, I will use and disclose your PHI only with your written authorization (“Authorization”). It is your right to revoke such Authorization at any time by giving me written notice of your revocation. Uses (Inside Practice) and Disclosures (Outside Practice) Relating to Treatment, Payment, or Health Care Operations Do Not Require Your Written Consent.

I can use and disclose your PHI without your Authorization for the following reasons:

1. For your treatment. I can use and disclose your PHI to treat you, which may include disclosing your PHI to another health care professional. For example, if you are being treated by a physician or a psychiatrist, I can disclose your PHI to him or her to help coordinate your care, although my preference is for you to give me an Authorization to do so.
2. To obtain payment for your treatment. I can use and disclose your PHI to bill and collect payment for the treatment and services provided by me to you. For example, I might send your PHI to your insurance company to get paid for the health care services that I have provided to you, although my preference is for you to give me an Authorization to do so.
3. For health care operations. I can use and disclose your PHI for purposes of conducting health care operations pertaining to my practice, including contacting you when necessary. For example, I may need to disclose your PHI to my attorney to obtain advice about complying with applicable laws.

Note: In all situations, including situations involving the uses and disclosures of information listed in this section and the following section, if I have your substance use disorder treatment records, subject to 42 CFR part 2, I am not able to use or disclose information within those treatment records in civil, criminal, administrative, or legislative proceedings brought against you without receiving your written consent or a court order accompanied by a subpoena.

Certain Uses and Disclosures Do Not Require Your Authorization. Subject to certain limitations in the law, I can use and disclose your PHI without your Authorization for the following reasons:

1. When disclosure is required by state or federal law, and the use or disclosure complies with and is limited to the relevant requirements of such law. 2. For public health activities, including reporting suspected child, elder, or dependent adult abuse, or preventing or reducing a serious threat to anyone's health or safety. 3. For health oversight activities, including audits and investigations. 4. For judicial and administrative proceedings, including responding to a court or administrative order, although my preference is to obtain an Authorization from you before doing so. 5. For law enforcement purposes, including reporting crimes occurring on my premises. 6. To coroners or medical examiners, when such individuals are performing duties authorized by law. 7. For research purposes, including studying and comparing the mental health of patients who received one form of therapy versus those who received another form of therapy for the same condition. 8. Specialized government functions, including, ensuring the proper execution of military missions; protecting the President of the United States; conducting intelligence or counter-intelligence operations; or, helping to ensure the safety of those working within or housed in correctional institutions. 9. For workers' compensation purposes. Although my preference is to obtain an Authorization from you, I may provide your PHI in order to comply with workers' compensation laws. 10. Appointment reminders and health related benefits or services. I may use and disclose your PHI to contact you to remind you that you have an appointment with me. I may also use and disclose your PHI to tell you about treatment alternatives, or other health care services or benefits that I offer.

Marketing.

As a psychotherapist, I will not use or disclose your PHI for marketing purposes.

Sale of PHI.

As a psychotherapist, I will not sell your PHI in the regular course of my business.

Restrictions on Use and Disclosure of Health Information Under California Law.

As a California provider, I am required to follow several California laws that place greater restrictions on my ability to use and disclose certain types of health information than HIPAA. These California laws generally require or permit me to deny certain parties access to health information pertaining to: treatment of minor patients, immigration status and place of birth, reproductive health, and gender affirming care services.

Psychotherapy Notes:

I do not keep "psychotherapy notes" as that term is defined in 45 CFR§ 164.501. I maintain a record of your treatment and you may request a copy of such record at any time, or you may request that I prepare a summary of your treatment.

There may be reasonable, cost-based **fees involved with copying the record or preparing a summary.**

HOW TO COMPLAIN ABOUT MY PRIVACY PRACTICES.

If you think I may have violated your privacy rights, you may file a complaint with me, as the Privacy Officer for my practice, and my address and phone number are: 1214 W. Main Street, Visalia, CA 93291. (559) 804-3516. You can also file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by: 1. Sending a letter to 200 Independence Avenue, S.W., Washington, D.C. 20201 2. Calling 1-877-696-6775; 3. Visiting www.hhs.gov/ocr/privacy/hipaa/complaints.

I will not retaliate against you if you file a complaint about my privacy practices.

EFFECTIVE DATE OF THIS NOTICE: This notice went into effect on March 30, 2026.