



NOTICE OF PATIENT INFORMATION PRACTICES

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

Revive Physical Therapy and Wellness, PLLC's LEGAL DUTY

Revive Physical Therapy and Wellness, PLLC is required by law to protect the privacy of your protected health information ("PHI"), to provide you with notice about our legal duties and privacy practices with respect to the PHI, follow the information practices that are described herein, and to notify you if your PHI is involved in a breach of unsecured PHI. We are required to abide by the terms of the Notice of Patient Information Practices currently in effect. We reserve the right to change the terms of this Notice of Patient Information Practices and to make the new notice provisions effective with respect to all PHI we maintain. If we revise the terms of this Notice of Patient Information Practices, we will provide you with an updated copy of this document at your next office visit and will post the updated document on our website and in the office. You may also request an updated copy of our Notice of Information Practices at any time.

Uses and Disclosures of Health Information

Revive Physical Therapy and Wellness, PLLC uses your PHI primarily for treatment; obtaining payment for treatment, conducting internal administrative activities and evaluating the quality of care that we provide. For example, Revive Physical Therapy and Wellness, PLLC may use your PHI to contact your physician to ask about your overall health before you start physical therapy, to obtain reimbursement from your health insurance company for services we provided you, or to manage the treatments we provide you.

Revive Physical Therapy and Wellness, PLLC may also use or disclose your PHI without prior authorization for the following purposes:

- *To help with public health and safety issues*, such as sharing your PHI in certain situations including preventing disease, helping with product recalls; reporting adverse reactions to medications; reporting suspected abuse, neglect or domestic violence; or preventing or reducing a serious threat to anyone's health or safety;
- *To comply with the law*, which means **Revive Physical Therapy and Wellness, PLLC** may share your PHI if state or federal laws require it, including the U.S. Department of Health and Human Services wants to verify that **Revive Physical Therapy and Wellness, PLLC** is complying with federal privacy laws;
- *To share your PHI with organ and tissue donation* if you have agreed to make such donations;
- *To work with a medical examiner or funeral director* in the event of your death
- *To respond to workers' compensation, law enforcement and other government requests*, including for workers' compensation claims, law enforcement purposes, for healthcare oversight agency activities authorized by law, for special government functions (such as military national security, and presidential protective services); and
- *To respond to lawsuits and legal actions* if a judicial or administrative court or if a subpoena is issued and we have received certain satisfactory assurances.

In any other situation **Revive Physical Therapy and Wellness, PLLC** policy is to obtain your written authorization before disclosing your personal health information. If you provide us with a written authorization to release your information, you may later revoke the authorization to stop future disclosures at any time.

Patient's Individual Rights

You have the right to review or obtain a copy of your personal health information at any time. You have the right to request that we correct any inaccurate or incomplete information in your records. You also have the right to request a list of instances where we have disclosed your personal health information for reasons other than treatment, payment, or other related administrative purposes. All such requests should be made in writing and directed to the Privacy Officer, whose contact information is listed below.

You may also request in writing that we not use or disclose your personal health information for treatment, payment and administrative purposes except when specifically authorized by you, when required by law or in emergency circumstances. **Revive Physical Therapy and Wellness, PLLC** will consider all such requests on case by case basis, but we are not legally required to accept all such requests.

You may tell us to share your PHI with your family, close friends, or others involved in your care; to share information about you in a disaster relief situation; or to include your information in our directory.

If you have given someone medical power of attorney or if someone is your legal guardian, that person may exercise your privacy rights noted herein and make choices about your PHI.

You may request a paper copy of this Notice of Patient Information Practices at any time.

For More Information or to Report a Complaint

If you have questions and would like additional information, you may contact **Revive Physical Therapy and Wellness, PLLC's Privacy Officer Dayna Monterrey** at the address or phone number listed below.

If you are concerned that **Revive Physical Therapy and Wellness, PLLC** may have violated your privacy rights or if you disagree with any decisions we have made regarding access or disclosures of your personal health information, please contact **Revive Physical Therapy and Wellness, PLLC's Privacy Officer** or you can file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by mail, by phone or online at the contact information provided below.

The **Revive Physical Therapy and Wellness, PLLC Privacy Officer** may be contacted at:

By Mail: 4703 S. Lakeshore Dr., Suite #2
Tempe, Arizona, 85282

By Telephone: 480-718-9493

The U.S. Department of Health and Human Services Office of Civil Rights may be contacted at:

By Mail: 200 Independence Avenue, S.W.
Washington, D.C. 20201

By Telephone: 1-877-696-6775

Online: www.hhs.gov/ocr/privacy/hipaa/complaints