

MOUNTAIN PHYSICAL THERAPY SERVICES INC
NOTICE OF PATIENT INFORMATION PRACTICES

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

MOUNTAIN PHYSICAL THERAPY'S LEGAL DUTY

Mountain Physical Therapy Services Inc is required by law to protect the privacy of your personal health information, provide this notice about our information practices and follow the information practices that are described herein.

USES AND DISCLOSURES OF HEALTH INFORMATION

Mountain Physical Therapy uses your personal health information primarily for treatment, obtaining payment for treatment, conducting internal administrative activities, and evaluating the quality of care that we provide.

Mountain Physical Therapy may also use or disclose your personal health information without prior authorization for purposes of public health, auditing and emergencies. We also provide information when required by law.

In any other situation, Mountain Physical Therapy Services's 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 for any reason, you may later revoke that authorization to stop future disclosures at any time.

Mountain Physical Therapy may change its policy at any time. When changes are made, a new Notice of Information Practices will be posted in the waiting room and patient exam areas and will be provided to you on your next visit. You may also request an updated copy of our Notice of Information Practices 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.

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. Mountain Physical Therapy will consider all such requests on a case by case basis, but the practice is not legally required to accept them.

CONCERNS AND COMPLAINTS

If you are concerned that Mountain Physical Therapy may have violated your privacy rights or if you disagree with any decisions we have made regarding access or disclosure of your personal health information, please contact our Privacy/Security Officer at the address below. You may also send a written complaint to the US Department of Health and Human Services. For further information on Mountain Physical Therapy's health information practices or if you have a complaint please contact the following person:

Jeanné H. Warner, Privacy/Security Officer
Mountain Physical Therapy Services Inc
90 Southside Avenue; Suite 225
Asheville, NC 28801
Telephone: 828-254-3525 Fax: 828-254-0792