

NOTICE OF PRIVACY PRACTICES

The following notice describes how your medical information may be used and made known, and how you can get access to this information. Please review the information carefully.

- Your private healthcare information may be released to other healthcare providers in the event you need emergency care.
- Your private healthcare information may be released to a public health organization or federal organization in the event of a communicable disease or to report a defective device or problematic event to a biological product (food or medication).
- Your private healthcare information may be released to public or law enforcement officials in the event of an investigation in which you are a victim of abuse, a crime or domestic violence.
- Your private healthcare information may not be released for any other purpose than that which is identified in this notice.
- Your private healthcare information may be released only after receiving written permission from you. You may withdraw your permission to release private healthcare information at any time.
- You may be contacted by this practice to remind you of any appointments, healthcare treatment options or other health services that may be of interest to you.
- You have the right to limit the use of your private healthcare information. However, this practice may choose to refuse your limitation if it is in conflict of providing you with quality healthcare or in the event of an emergency situation.
- You have the right to receive private communication about your health status.
- You have the right to review and photocopy any/all portions of your healthcare information.
- You have the right to make changes to your healthcare information.
- You have the right to know who has accessed your private healthcare information and for what purpose.
- You have the right to possess a copy of this Privacy Notice upon request. This copy can be in the form of an electronic transmission or on paper.
- This practice is required by law to protect the privacy of its patients. It will keep private any and all patient healthcare information and will provide patients with a list of duties or practices that protect private healthcare information.
- This practice will abide by the terms of this notice. This practice reserves the right to make changes to this notice and to continue to maintain the privacy of all healthcare information. Patients will receive a mailed copy of any changes to this notice within 60 days of making the changes.

You have the right to complain to this practice if you believe your rights to privacy have been violated. If you feel your privacy rights have been violated, please mail your complaint to this practice: Jay W. Pruiett, LCSW-R, 95 Allen's Creek Road, Suite 1232, Bldg. #2, Rochester NY 14618.

All complaints will be investigated. No personal issues will be raised for filing a complaint with this practice. For further information about this Privacy Notice, please call me at (585) 350-8900.