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NOTICE OF PRIVACY PRACTICES

This notice describes how your personal health information may be used, disclosed and how you can get access to this information.

At the Institute of Spinal Disorders, we are committed to treating and using protected health information about you responsibly. This notice describes the personal information we collect, how and when we use or disclose that information. It also describes your rights as they relate to your protected health information. This notice is effective as of April 14th 2013 and applies to all protected health information as defined by Federal regulations.

UNDERSTANDING YOUR MEDICAL RECORD/HEALTH INFORMATION

Each time you visit the Institute of Spinal Disorders, a record of our visit is made. Typically, this record contains information about your visit including your examination, diagnosis, test results, treatment as well as other pertinent healthcare data. This information often referred to as your health or medical record, serve as a:

- Means of communication with other healthcare professionals involved in your care
- Legal document outlining and describing the care you received
- A tool that you, or your insurance company will use to verify that services billed were actually provided
- A source of medical research
- Basis for public health officials who might use this information to assess and/or improve state as well as national healthcare standards
- A source of data for planning and/or marketing
- A toll that we can reference to ensure the highest quality of care and patient satisfaction

Understanding what is in your record and how your health information is used helps you to ensure its accuracy, determine what entities have access to your health information, and make an informed decision when authorizing the disclosure of this information to other individuals.