

Notice to Patients

July 10, 2014

In accordance with the New HIPAA (patience privacy) Regulations Final Rule, please be informed:

1. Cape Ann Orthopedic and Sports Physical Therapy Center is devoted to the protection of your health information (PHI), and will disclose your PHI to referring clinician (s) and insurance company (ies), the clinical information established from your initial examination, progress reports, case reports and discharge reports.
2. Your PHI will be protected by our Web based EMR (electronic medical records) system accessed only by our staff by use of protected passwords.
3. You have the right to complain about the use of your PHI and such complaints should be made known to Jodi Llacera Klein, PT, DPT, MS, OCS.
4. Our staff is trained in the use of and disclosure of your protected health information.
5. If a breach to your PHI should occur, you have the right to complain to Jodi Llacera Klein and a reprimand will occur as well as warning of possible termination of that staff member.
6. Patients may request that their PHI is not disclosed to a health plan if they pay out-of-pocket services in full.
7. Family members are allowed to access PHI of a decedent family member and may request this information.
8. Patients may request and receive copies of their electronic health information established at Cape Ann Orthopedic and Sports Physical Therapy Center in electronic or paper format. This request will be furnished in 30 days with one 30 day extension if necessary. There is no charge for this service.
9. Please feel free to peruse the HIPPA notice in our waiting area which details the HIPPA final rule and contact our privacy officer Jodi Llacera Klein if you have any questions.

I have read the above statements:

Patient's signature

Parent's signature (if patient is a minor)