

# THE THERAPY NEST

pediatric occupational therapy

## NOTICE OF PRIVACY PRACTICES

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

**Patient Rights.** You have the right to request restrictions on certain uses and disclosures of protected health information as provided by 45 CFR § 164.522(a). TTN is not required to agree to a requested restriction, except in case of a disclosure restricted under 45 CFR § 164.522(a)(1)(vi). You have the right to receive confidential communications of protected health information as provided by 45 CFR § 164.522(b), as applicable. You have the right to inspect and copy protected health information as provided by 45 CFR § 164.524. You have the right to amend protected health information as provided by 45 CFR § 164.526. You have the right to receive an accounting of disclosures of protected health information as provided by 45 CFR § 164.528. You have the right to obtain a paper copy of this notice upon request.

**Use and Disclosure of Protected Health Information.** TTN is permitted to use and disclose your health information without your permission for treatment (e.g. we may send evaluation reports to your doctors), payment (e.g. we may provide information about your treatment to your health insurance when we seek reimbursement) and health care operations (e.g. we may use your health information to review the quality of treatment and performance of our staff). TTN may also use or disclose your health information without your permission in order to comply with any applicable law, rule or regulation or as required by court order.

The following types of uses and disclosures of health information require an authorization under 45 CFR § 164.508(a)(2)-(a)(4): psychotherapy notes, marketing, and sale of protected health information. Other uses and disclosures not described in this notice will be made only with your written authorization, and you may revoke an authorization as provided by 45 CFR § 164.508(b)(5). In accordance with 45 CFR § 164.514(f)(1), TTN may contact you to raise funds for TTN, and you have a right to opt out of receiving such communications.

**Duty to Protect Privacy.** TTN is required by law to maintain the privacy of protected health information, to provide you with notice of TTN's legal duties and privacy practices with respect to protected health information, and to notify you following a breach of unsecured protected health information. TTN is required to abide by the terms of this notice. TTN reserves the right to change the terms of its notice and to make the new notice provisions effective for all protected health information that TTN maintains. TTN will provide you with a revised notice by posting it in our facility and on [thetherapynest.com](http://thetherapynest.com).

**Complaints.** If you believe your privacy rights have been violated, then you may complain to The Therapy Nest by email to [rachel@thetherapynest.com](mailto:rachel@thetherapynest.com) and to the Secretary of Health and Human Services. You will not be retaliated against for filing a complaint.

**Privacy Contacts.** For further information you may contact Rachel Fleming at 914-222-1326.

**Effective Date.** This notice is first in effect on December 21, 2019.