## **Velocity Physical Therapy HIPAA Privacy Policy**

Effective Date: 03/06/2024

At Velocity Physical Therapy, we are committed to maintaining the privacy and security of your protected health information (PHI) in accordance with the Health Insurance Portability and Accountability Act (HIPAA). This Privacy Policy outlines our practices regarding the collection, use, and disclosure of PHI. By using our services, you acknowledge and agree to the terms outlined in this policy.

### \*\*1. Protected Health Information (PHI) Collected:\*\*

We collect and maintain PHI necessary for the provision of physical therapy services. This includes:

- Personal Information: Name, contact information, date of birth, and other identifiers.
- Health Information: Medical history, current health conditions, treatment plans, and other healthcare-related data.
- Payment Information: Billing details, insurance information, and payment history.

#### \*\*2. How We Use and Disclose PHI:\*\*

We use and disclose PHI for the following purposes:

- Treatment: We use PHI to provide, coordinate, and manage your physical therapy care.
- Payment: PHI is used for billing, insurance claims, and related financial activities.
- Healthcare Operations: PHI may be used for quality improvement, training, and internal business processes.

#### \*\*3. Authorization and Consent:\*\*

We will obtain your written authorization before using or disclosing PHI for purposes other than those outlined in this Privacy Policy or required by law. You have the right to revoke your authorization at any time.

#### \*\*4. Minimum Necessary Standard:\*\*

We adhere to the principle of the "minimum necessary" standard when using or disclosing PHI. Only the information essential for a particular purpose will be shared.

### \*\*5. Individual Rights:\*\*

You have the following rights regarding your PHI:

- Right to Access: You may request and obtain copies of your PHI.
- Right to Amend: You can request amendments to your PHI if you believe it is inaccurate or incomplete.
- Right to Restrict Disclosure: You may request restrictions on certain uses or disclosures of your PHI.
- Right to Confidential Communications: We will accommodate reasonable requests to receive communications about PHI in a specific manner.

# \*\*6. Safeguards and Security:\*\*

We implement administrative, technical, and physical safeguards to protect the confidentiality and integrity of PHI.

# \*\*7. Reporting Privacy Violations:\*\*

If you believe your privacy rights have been violated, please contact our Privacy Officer at [insert contact information].

### \*\*8. Changes to HIPAA Privacy Policy:\*\*

We may update this HIPAA Privacy Policy periodically. Any changes will be effective upon posting the updated policy on our website.

#### \*\*9. Contact Us:\*\*

If you have any questions or concerns about our HIPAA Privacy Policy, please contact our Privacy Officer at <a href="mailto:admin@velocitypt.care">admin@velocitypt.care</a>.

Thank you for choosing Velocity Physical Therapy. We are committed to ensuring the privacy and security of your protected health information.