

Blue Rose Christian Counseling  
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### Notice of Privacy Practices-HIPAA

This notice describes how health information about you may be used and disclosed and how you can get access to this information. Please review it carefully. Effective April 14, 2003, we are required by law to take reasonable steps to ensure the privacy of your personally identifiable health information and to inform you about the following.

Blue Rose Christian Counseling uses and disclosures of Protected Health Information (PHI); Blue Rose Christian Counseling privacy rights with respect to your PHI; Blue Rose Christian Counseling duties with respect to your PHI; your right to file a complaint with Blue Rose Christian Counseling and to the Secretary of the US Department of Health and Human Services; and the person or office to contact for further information about Blue Rose Christian Counseling's privacy practices.

-PHI includes all individually identifiable health information transmitted or maintained by the plan, regardless of form (oral, written, electronic).

-Required PHI uses/disclosures: Upon your request Blue Rose Christian Counseling is required to give you access to certain PHI in order to inspect and copy it.

-Use and disclosure of your PHI may be required by the Secretary of the Department of Health and Human Services to investigate or determine Blue Rose Christian Counseling's compliance with the privacy regulations.

-Uses and disclosures that require your written authorization. Your written authorization generally will be obtained before the plan will use or disclose counseling notes about you from your counselor. Counseling notes are separately filed notes about your conversations with your mental health professional during a counseling session. They do not include summary information about your mental health treatment. Blue Rose Christian Counseling may use and disclose such notes when needed by Blue Rose Christian Counseling to defend against litigation filed by you.

-Uses and disclosures that require that you be given an opportunity to agree or disagree prior to the use or release. Disclosure of your PHI to family members, other relatives and your close personal friends is allowed if the information is directly relevant to the family, or friend's involvement with your care, or payment for that care; and you have either agreed to the disclosure, or have been given an opportunity to object and have not objected.

-Your right to file a complaint with Blue Rose Christian Counseling and the HHS Secretary. If you believe that your privacy rights have been violated, you may complain to Blue Rose Christian Counseling; PO Box 712 Adkins, TX 78101. You may file a complaint with the Secretary of the US Department of Health and Human Services, Huber H. Humphrey Building, 200 Independence Avenue SW, Washington, DC 20231. For licensure and compliance information you may call 1 800 942-5540 or write to TX Dept. of State Health Services PO Box 141369 Austin, TX 78714.

-Conclusion: PHI use and disclosure is regulated by a federal law known as The Health Insurance Portability & Accountability Act (HIPAA). You may find these rules at 45 Code of Federal Regulation Part 160/164. This notice attempts to summarize the regulations. The regulations will supersede any discrepancy between the information in this notice and the regulations.