

## **Clancy Acupuncture & Oriental Medicine**

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1905 Baywood Drive  
Sarasota, Florida 34231  
(502) 710-9088

## **NOTICE OF PRIVACY PRACTICES**

Effective Date: August 18, 2025

We are required by law to keep your health information private. This notice explains how we may use and share your information, and what your rights are. Please review it carefully.

### **HOW WE MAY USE AND DISCLOSE YOUR HEALTH INFORMATION**

- Treatment – To provide, coordinate, or manage your care (including consultation with other providers if necessary).
- Payment – To bill and obtain payment for services provided.
- Health Care Operations – For activities necessary to run our practice.
- Public health activities (disease control, adverse event reporting).
- Worker's compensation claims.
- Judicial/administrative proceedings.
- Law enforcement purposes.
- Coroners, medical examiners, or funeral directors.
- To prevent or lessen a serious and imminent threat to health or safety.
- Specialized government functions.
- Emergencies (to notify family or others involved in your care).

### **YOUR RIGHTS**

- Access – You can see and get a copy of your medical record.
- Amendments – Request corrections to your health record.
- Restrictions – Request limits on sharing of your health information.
- Confidential Communications – Request that we contact you in a specific way.
- Accounting of Disclosures – Get a list of certain disclosures we've made.
- Paper or Electronic Copy – Receive a copy of this notice in the format you prefer.

### **BREACH NOTIFICATION**

If a breach occurs that involves your health information, we are required by law to notify you promptly.

### **CHANGES TO THIS NOTICE**

We may change this notice at any time. The new notice will apply to all health information we maintain. Updated copies will be available in our office.

## **ELECTRONIC COMMUNICATION**

If you choose to communicate with us by email or text, please understand these may not be fully secure. By doing so, you consent to this type of communication.

## **COMPLAINTS**

If you believe your privacy rights have been violated, you may file a complaint with:

Clancy Acupuncture & Oriental Medicine – Phone: (502) 710-9088

U.S. Department of Health and Human Services, Office for Civil Rights, 200 Independence Avenue, S.W., Room 509F, HHH Building, Washington, DC 20201

You will not be retaliated against for filing a complaint.

## **ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_