

**OUR PROMISE OF PRIVACY AND CONSENT TO PATIENT
RECORDS
(HIPAA)**

Our office is fully committed to compliance with HIPAA guidelines by:

1. Providing appropriate **security** for our patient records.
2. Protecting the **privacy** of our patient's medical information.
3. Providing our patients with proper **access** to their medical records.
4. Appropriately maintaining our patient information and billing process in compliance with national hipaa **standards**.

If you ever have any questions or concerns about your services or charges, we encourage you to call and ask for your Compliance Officer.

PATIENT CONSENT FORM

The Department of Health and Human Services has established "Privacy Rule" to help insure that personal information is protected for privacy. The Privacy Rule was also created in order to provide a standard for certain health care providers to obtain their patients' consent for uses and disclosures of health information about the patient to carry out treatment, payment, or health care operations.

As our patients we want you to know that we respect the privacy of your personal medical records and will do all we can to secure and protect that privacy. We strive to always take reasonable precautions to protect your privacy. When it is appropriate and necessary, we provide the minimum necessary information to only those we feel are in need of your health care information and information about treatment, payment or health care operations, in order to provide health care that is in your best interest.

We also want you to know that we support your full access to your personal medical records. We may have indirect treatment relationships with you (such as laboratories that only interact with physicians and not patients), and may have to disclose personal health information for purpose of treatment, payment, or health care operations. These entities are most often not required to obtain patient consent

You may refuse to consent to the use of discloser of your personal health information, but this must be in writing. Under this law, we have the right to refuse to treat you should you choose to refuse to disclose your Personal Health Information (PHI). If you choose to give consent in this document, at some future time you may request to refuse all or part of your (PHI). You may not revoke actions that have already been taken which relied on this or a previously signed consent.

If you have any objections to this form, please ask to speak with our HIPAA Compliance Officer.

You have the right to review our privacy notice, to request restrictions and revoke consent in writing after you have reviewed our privacy notice.

I authorize the office of Academic Endocrine Metabolism & Nutrition, Inc. to continue making confirmation calls to remind me of my upcoming appointments.

Name of Patient (Printed)

Signature of Patient or Guardian

Date