

Dr. Marguerite Germain and her Staff Want You to Know How We Will Protect Your Private Health Information

When you visit our office it is very important that you feel safe in telling your doctor personal information that may be required to fully diagnose or treat a problem. As medical professionals, please be assured that our practice has always had strict policies and procedures to protect the confidentiality of the information that you have entrusted us. However, on April 14, 2003, new regulations became effective under a federal law called the Health Insurance Portability and Accountability Act (“HIPAA”). HIPAA regulations cover physicians and all other health care providers, health insurance companies and their claims processing staffs. In general, HIPAA was enacted to establish national standards to:

- **Give patients more control over the health information**
- **Set boundaries for the use and release of health records**
- **Establish safeguards that physicians, health plans and other healthcare provider must have in place to protect the privacy of health information**
- **Hold violators accountable, with civil and criminal penalties**
- **Try to balance need for individual privacy with requirement for public responsibility that requires disclosures to protect the public health.**

The HIPAA rules require that our practice provide all our patients that we see after August 2005 with attached Notice of Privacy Practices. The notice describes how the medical information we receive from you may be use or disclosed by our practice and your rights related to your access to this information.

Please sign below that we have provided you with a copy of the attached notice to review. You are entitled to a personal copy of the Notice at any time to review and keep for your records. If you have any questions about our Privacy Practices, please feel free to contact our Office Manager.

Thank you for your cooperation.

I acknowledge that I have received a copy of the practice’s Notice of Privacy Practices and have been given an opportunity to ask questions.

Patient Name: _____

Signature of Patient or Personal Representative: _____ **Date:** _____

If Personal Representative, state relationship to patient:
