

Notice of Privacy Practices

Effective Date: 04/10/2025

We respect your privacy and are committed to protecting your personal information. This Notice of Privacy Practices describes how we may use and disclose your personal health information (PHI) to carry out treatment, payment, and healthcare operations, and for other purposes that are permitted or required by law.

1. Uses and Disclosures of Health Information

We use and disclose your health information for the following purposes:

- **Treatment:** We may use your health information to provide, coordinate, or manage your healthcare and related services. For example, we may share your information with healthcare providers involved in your care.
- **Payment:** We may use and disclose your health information to obtain payment for services we provide, including sharing information with health insurance companies or other payers.
- **Healthcare Operations:** We may use and disclose your health information for our routine healthcare operations, including quality assessment, improvement activities, and training.
- **As Required by Law:** We may disclose your health information when required by federal, state, or local law.

2. Your Rights Regarding Health Information

You have the following rights regarding your health information:

- **Right to Inspect and Copy:** You have the right to inspect and obtain a copy of your health information in a designated record set.
- **Right to Amend:** If you believe that information in your health record is incorrect or incomplete, you have the right to request an amendment.
- **Right to an Accounting of Disclosures:** You have the right to request an accounting of certain disclosures of your health information made by us.
- **Right to Request Restrictions:** You have the right to request restrictions on certain uses and disclosures of your health information.

- **Right to Confidential Communications:** You have the right to request that we communicate with you in a certain way or at a certain location to protect your privacy.
- **Right to Notice of Breach:** You will be notified if your health information is accessed or disclosed in an unauthorized manner.

3. How We Protect Your Information

We take the privacy of your health information seriously and use appropriate safeguards to protect it. These safeguards include physical, administrative, and technical measures to prevent unauthorized access, use, or disclosure of your information.

4. Changes to This Notice

We reserve the right to change this Notice of Privacy Practices at any time. Any changes will be effective for all health information we maintain, including information created or received before the changes were made. We will post a revised version of this Notice in our office and on our website.

5. Contact Information

If you have any questions or concerns about this Notice or how your health information is handled, please contact:

We OT
Shannon Preto, OTR/L
510-478-4079
wepedsot@gmail.com

6. Filing a Complaint

If you believe your privacy rights have been violated, you may file a complaint with us or with the U.S. Department of Health and Human Services. You will not be retaliated against for filing a complaint.