Notice of Privacy Practices — Amore Behavior & Mental Health

> **Draft document.** Must be reviewed by an attorney before publishing on the website.

Effective date: [DATE]

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

Our legal duties

Federal law requires us to:

- Maintain the privacy of your protected health information.
- Provide you with this notice explaining our duties and your rights.
- Follow the terms of this notice.
- Notify you if a breach compromises your information.

How we use and disclose your health information

Treatment. We share your information with the professionals involved in your care (for example, your psychiatrist, primary care physician, or therapist).

Payment. We use your information to bill and collect for our services, including sending information to your health plan.

Health care operations. We use your information to run our clinic and improve the quality of our services.

With your written authorization. For any other use, we will ask for your written authorization. You may revoke it at any time, in writing.

Without your authorization, as permitted by law. For example: public health activities, legally required reporting, judicial proceedings, law enforcement, or to avert a serious threat to health or safety.

Your rights

You have the right to:

- **Request restrictions** on how we use your information (we are not required to agree, except as the law provides).
- **Request confidential communications** (for example, contacting you only at a certain number or address).
- **Access and obtain a copy** of your clinical record.
- **Request amendments** to your health information.
- **Receive an accounting** of certain disclosures we have made.
- **Obtain a paper copy** of this notice, even if you received it electronically.

To exercise any of these rights, write to info@amorementalhealthcorp.com or call 786-803-8826.

Complaints

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. **We will not retaliate against you for filing a complaint.**

Contact — Privacy Officer

Amore Behavior & Mental Health Attn: Privacy Officer Kendall Center, 9010 SW 137 Ave, Suite 101, Miami, FL 33186 Phone: 786-803-8826 | info@amorementalhealthcorp.com