About Your Protected Health Information

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.  
  
Deborah Baker, Ph.D. (the “Practice”) is committed to protecting your privacy. The Practice is required by federal law to maintain the privacy of Protected Health Information (“PHI”), which is information that identifies or could be used to identify you. The Practice is required to provide you with this Notice of Privacy Practices (this “Notice”), which explains the Practice's legal duties and privacy practices and your rights regarding PHI that we collect and maintain.  
  
  
YOUR RIGHTS  
Your rights regarding PHI are explained below. To exercise these rights, please submit a written request to the Practice at the address noted below.  
  
To inspect and copy PHI.  
• You can ask for an electronic or paper copy of PHI. The Practice may charge you a reasonable fee.  
• The Practice may deny your request if it believes the disclosure will endanger your life or another person's life. You may have a right to have this decision reviewed.  
  
To amend PHI.  
• You can ask to correct PHI you believe is incorrect or incomplete. The Practice may require you to make your request in writing and provide a reason for the request.  
• The Practice may deny your request. The Practice will send a written explanation for the denial and allow you to submit a written statement of disagreement.