

NOTICE OF PRIVACY PRACTICES

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 commitment at Optimal Health Center is to serve our customers with professionalism and caring, being sure at all times to protect her privacy and security of all Protected Health Information.

During the course of serving your interests it may be necessary to share information with other Health Care Providers or Business Associates. The following are examples of instances where information may be shared:

***During treatment we may find it necessary to acquire a laboratory analysis.**

***For payment purposes, we may use the services of a billing service.**

***During health care operations, we may need a second opinion.**

We here at Optimal Health Center are committed to obeying all Federal State and Local laws and regulations regarding Privacy Practices. If any other uses or disclosures that the ones listed above are needed, information will only be released with the written authorization of the individual in question. The individual, as provided for by law, may revoke this written authorization at any time.

If you have any questions or comments regarding your Protected Health Information feel free to contact our Compliance Officer.

Dr.Trang Thanh N.Ton, D.C, L.Ac at 703-573-1313

I have read and understand the above Notice of Privacy Practices.

**Signed _____ Date _____
(Patient or Legal Guardian)**