Trust 2 Believe

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Notice of Privacy Practices - Draft

IMPORTANT: This is a proposed plain-language framework, not a finalized Notice of Privacy Practices. It requires a comprehensive review against HIPAA, California confidentiality law, and current federal requirements before publication.

Our duties

We protect your protected health information (PHI), provide notice of privacy practices, and notify affected individuals when required following a breach of unsecured PHI. We follow the notice currently in effect.

How information may be used

As permitted by law, PHI may be used for treatment, payment, healthcare operations, appointment reminders, and other legally authorized purposes. Additional restrictions may apply to psychotherapy notes, certain reproductive-health information, and substance-use-disorder records.

When permission is required

Uses or disclosures requiring written authorization will not occur without it. Authorizations may generally be revoked in writing, except to the extent already relied upon. Marketing, sale of PHI, and psychotherapy-note disclosures have special rules.

Your rights

You may request access, amendment, an accounting of certain disclosures, restrictions, confidential communications, and a paper copy of the notice. You may file a privacy complaint without retaliation.

Practice privacy contact

Privacy contact email / telephone - confirm

Notice effective date - confirm

Required full-notice content to finalize

A California healthcare privacy professional must review and expand the full notice, including all required uses, legal exceptions, patient rights, complaint procedures, contact details, and applicable 2026 regulatory changes.

I acknowledge receiving this notice (not consent to disclosure)

☐ Acknowledged

Acknowledgment / signature



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Client full name

Client signature (type name if accepted by your secure e-signature workflow)

Date

Electronic signatures should be collected through an approved system that records consent and audit details.