

Patient Health Information Consent Form

We want you to know how your Patient Health Information (PHI) is going to be used in this office and your rights concerning those records. Before we will begin any health care operations we must require you to read and sign this consent form stating that you understand and agree with how your records will be used. If you would like to have a more detailed account of our policies and procedures concerning the privacy of your Patient Health Information we encourage you to read the HIPAA NOTICE that is available to you at the front desk before signing this consent.

1. The patient understands and agrees to allow this chiropractic office to use their Patient Health Information (PHI) for the purpose of treatment, payment, healthcare operations, and coordination of care. As an example, the patient agrees to allow this chiropractic office to submit requested PHI to the Health Insurance Company (or companies) provided to us by the patient for the purpose of payment. Be assured that this office will limit the release of all PHI to the minimum needed for what the insurance companies require for payment.
2. The patient has the right to examine and obtain a copy of his or her own health records at any time and request corrections. The patient may request to know what disclosures have been made and submit in writing any further restrictions on the use of their PHI. Our office is not obligated to agree to those restrictions.
3. A patient's written consent need only be obtained one time for all subsequent care given the patient in the office.
4. The patient may provide a written request to revoke consent at any time during care. This would not affect the use of those records for the care given after the request has been presented.
5. For your security and right to privacy, all staff have been trained in the area of patient record privacy and a privacy official has been designated to enforce those procedures in our office. We have taken all precautions that are known by this office to assure that your records are not readily available to those who do not need them.
6. Patients have the right to file a formal complaint with our privacy official about any possible violations of these policies and procedures.
7. If the patient refuses to sign this consent for the purpose of treatment, payment and health care operations, the chiropractic physician has the right to refuse to give care.

I have read and understand how my Personal Health Information will be used and I agree to these policies and procedures.

Name of patient

Date

Identification of persons with Authorization of Access to Patient Health Information

Those individuals or parties that could have access to Patient Health Information at Laramie Spinal Care Center include, but may not be limited to:

The staff of Laramie Spinal Care Center. This includes:

1. Jeremy D. Jones, DC
2. Loretta Walker, Office Manager
3. Kathy Milks, CMT

Necessary health care providers or vendors who may need to be consulted if related to the patient's condition. This includes: N/A.

The minimum categories or types of Patient Health Information necessary for access by these individuals or patients include but are not limited to: