

Privacy Notice

Mitchell L. Seitz, M.D.

The federal government now mandates that all patients must be given the opportunity to review the privacy policies of certain entities, including their physician's office.

We consider your privacy to be of the utmost importance:

1. We have soundproofed our examination rooms.
2. We will not discuss your health information with others without your consent, with the exceptions of disclosures for billing, and coordination of care with other practitioners.
3. We do not discuss your case on the telephone within earshot of others.
4. We provide private restrooms.
5. We shred all papers which contain any personal information.
6. We do not use a sign in list.
7. We maintain your medical file for seven years.

Your health care information may be used for:

1. Treatment (including referrals to other practitioners).
2. Billing purposes (insurance and government agencies).
3. Facilitating your healthcare (e.g. calling prescriptions to pharmacies).
4. Public health reasons, when law compels the release of such information (e.g. contagious diseases).
5. Legal reasons, when appropriate authorities require it, according to applicable laws.

You have the right to:

1. Receive copies of your health information (at your cost, with adequate notice).
2. Correct errors in your health information.
3. Receive an accounting of disclosures (i.e. who received your information, for example your health insurance company).
4. Revoke your consent at any time
5. Request restrictions in how your health information is shared.
6. Request how we communicate with you, e.g. call at work or at home.

We have received appropriate privacy policies from other entities who may interact with your healthcare information (e.g. our billing service).

The privacy officer for the office of Dr. Seitz is: Dr. Seitz. Please contact him with any questions or concerns about your privacy.