

Operations, information provided directly to you and your guardian or information that was sent with your authorization.

Your right to request restrictions on our use or disclosure of information

You have the right to ask us to limit how your information is used or shared, however, we are not required to agree with your requests.

Your right to confidential complications

You have the right to ask that we share your information with you in a certain way or in a certain place. For example, you may ask us to send your information to an address other than your home address. You do not have to explain the basis for your request.

Your right to confidential complications

If you want to use any rights under this notice you may call or write to use. If your request must be in writing, we will help you prepare the request if you wish.

If you believe that your privacy rights have been violated, then you have the right to file a complaint with us by writing to:

**Developing Connections Inc.
14145 Simone Dr,
Shelby Township. MI 48315**

You Will not be penalized for filing a complaint

You also have the right to file a complaint with the federal government contacting by contacting:

Office of Civil Rights
Dept of Health and Human Services
200 Independence Ave SW
Washington DC 20201
866-627-7748
866-788-7748 TDD
Email: ocprivacy@hhs.gov

You will not be penalized for filing a complaint with the federal government.

Copies of this Notice:

You have the right to receive additional copies of this notice at any time. Ask for a copy of the site where you receive services.

Changes to This Notice:

We reserve the right to revise this notice. A revised notice will apply to the information we already have about you and any we receive after the change. We are required to abide by whatever notice is currently in effect.



Notification of Privacy Rights

While Receiving Occupational Therapy And Speech Therapy

Developing Connections Inc.
14145 Simone Dr.
Shelby Township. MI 48315
(586) 566-6280
www.developingconnections.com

Developing Connections

Privacy Notice

For All Therapy Services Provided At Developing Connections

It is important to understand your rights when receiving any services such as therapy. Please review this brochure completely and ask us if you have any questions regarding your personal information.

The Information Developing Connections has about you

The Information that Developing Connections has about you includes: Your date of birth, Social Security Number, Insurance Information, Diagnosis and other personal information. We may also have information from your other therapist, doctors, schools and any other health care professional you may be seeing.

We are Committed to your Privacy

Any information provided to Developing Connections Inc. is private. We are required to give you this notice about our privacy practices. Only people who have both a need and a legal right to know about you, may see your information. Unless you give us permission in writing, we will only share your information for purposes of treatment, payment, business operations, or when we are required to do so by law.

Treatment

We may share medical information about you, when we coordinate with other professionals to provide you with quality of care. For example, if you go to the emergency room, we may contact your doctor.

Payment

We may need to use and share information so that we can properly bill care that you receive. For example, we may use information to review the quality of care you receive.

Business Operations

We may use or share your information for business operation. For example, we may use information to review the quality of care you receive.

Exceptions

There are kinds of records that need your permission, even for treatment, payment and business operations

As Required By Law

We will release information when we are required by law. For example for law enforcement or national security purposes, subpoenas, court orders communicable disease reporting, or review of activities by government agencies

With Your Permission

If you give us permission, we may use and share your personal information. You also have the right to change your mind and revoke the information. Just inform us in writing, However, we cannot take back any uses or disclosures we have already made with your permission.

Your Privacy Rights

You have rights regarding the health information we have about you. Your request must be in writing to Developing Connections Inc.'s address on the back of this notice.

Your right to inspect and copy

In most cases, you have the right to look at, or get copies of your records. You may be charged for the cost of copying.

Your Right To Amend

If you feel there has been a mistake in your records, you may ask us to change them. We may deny your request for certain reasons, but we must give you a written reason of your denial.

Your Right to a List of Disclosure

You have the right to ask for a "List of Disclosure" (with whom and how we've shared your information) made after March 31st, 2014. This list will not include