

## **COASTAL FAMILY PRACTICE**

### ***Our 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.**

**If you have any questions about this Notice, please contact:**

*Pam Lacey, Practice Manager*

*1404 S. Ridgewood Avenue*

*Edgewater, Fl 32132*

*(386) 426-8166*

This Notice of Privacy Practices describes how we may use and disclose your protected health information to carry out treatment, payment or health care operations and for other purposes that are permitted or required by law. It also describes your rights to access and control your protected health information. "Protected Health Information" is information about you, including demographic information, that may identify you and that relates to your past, present or future physical or mental health or condition and related health care services.

We are required to abide by the terms of this Notice of Privacy Practices. We may change the terms of our notice at any time. The new notice will be effective for all protected health information that we maintain at that time. Upon your request, we will provide you with any revised Notice of Privacy Practices by accessing our website [[www.coastalfamilypractice.com](http://www.coastalfamilypractice.com)], calling the office and requesting that a revised copy be sent to you in the mail, or asking for one at the time of your next appointment.

This Notice describes our practices and that of:

1.  Any professional staff authorized to enter information into your medical record
2.  All other employees and staff of the practice

#### **Our Pledge Regarding Your Health Information:**

We understand that medical information about you and your health is personal. We are committed to protecting medical information about you. We create a record of the care and services you receive from us. We need this record to provide you with quality care and to comply with certain legal requirements. This Notice applies to all of the records of your care generated by us, whether made by your personal doctor, other Practice doctors, or Practice staff.