

NOTICE OF PRIVACY PRACTICES
Atlanta Center for Adult ADHD

THE FOLLOWING NOTICE DESCRIBES HOW YOUR MEDICAL INFORMATION MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW THE INFORMATION CAREFULLY.

It is the policy of this practice to protect the privacy of its patients. It will keep confidential any and all patient healthcare information.

Your confidential healthcare information may be released to other healthcare professionals within the Atlanta Center for Adult ADHD for the purpose of providing you with quality healthcare.

Your confidential healthcare information may be released to your insurance provider for the purpose of the Atlanta Center for Adult ADHD receiving payment for providing you with needed healthcare services.

Your confidential healthcare information may be released to law enforcement officials in the event of an investigation in which you are a victim of abuse, crime or domestic violence.

Your confidential healthcare information may be released to other healthcare professionals in the event you need emergency care.

Your confidential healthcare information may be released to a public health organization or federal organization in the event of a communicable disease or to report a defective device or untoward event to a biological product (food or medication).

Your confidential healthcare information may not be released for any other purpose than that which is identified in this notice.

Your confidential healthcare information may be released only after receiving written authorization from you. You may revoke your permission to release confidential healthcare information at any time.

You may be contacted by the Atlanta Center for Adult ADHD to remind you of any appointments, healthcare treatment options or other health services that may be of interest to you.

You have the right to make an addendum to your healthcare information.

You have the right to know who has accessed your confidential healthcare information and for what purpose.

You have the right to possess a copy of the privacy notice upon request.

The Atlanta Center for Adult ADHD reserves the right to make changes to this notice and continue to maintain the confidentiality of all healthcare information.

You have the right to complain to the Atlanta Center for Adult ADHD if you believe your rights to privacy have been violated.

All complaints will be investigated. Please mail your complaint to:

Atlanta Center for Adult ADHD
Attn: Mark Banov, MD
902 Bombay Lane
Roswell, GA 30076

For further information about this privacy notice, please contact:

Mark Banov, MD
Medical Director, Atlanta Center for Adult ADHD
(770) 753-9898

This notice is effective as of January 15, 2010, revised January 1, 2012

I have read the Atlanta Center for Adult ADHD Notice of Privacy Practices.

Patient Signature

Date