



## **Acknowledgement of Receipt of Notice of Health Information Privacy Practices**

Effective April 14, 2003, the Health Insurance Portability and Accountability Act (HIPAA), requires that all health care facilities have policies regarding the protection of health information. First Street Family Health has policies in place regarding how we handle and protect the information about the health care you receive in our office. The following is a summary of our policies regarding OUR and YOUR rights.

### **FSFH Responsibilities**

- Must make every effort to keep your health information private and confidential
- May not release information about you/your health care without your written permission except: for your treatment in our facility or a facility we refer you to, to process payment from your insurance company or other funding source, for health care operations (like audits), to law enforcement officials (where reporting is required by law) or information provided to health oversight agencies (Colorado Department of Health).

Your Rights, you have the right to the following:

- see our policies regarding how we handle your private health information
- request restrictions on the use or disclosure of your health information
- inspect your health information
- request an amendment or change to your health information
- file complaints about our privacy policies
- see a list of persons/agencies to whom we have disclosed your health information

### **Electronic Format**

I acknowledge that First Street Family Health keeps their patient records in electronic format only. Original documents are destroyed after being entered into the electronic format.

The full Notice of Health Information Privacy Practices can be provided to you by one of our receptionists and is also found in our waiting room and on our website.

**I HEREBY ACKNOWLEDGE** receipt of First Street Family Health's Notice of Health Information Privacy Practices.

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Printed Name

Signature

Date

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If a minor (younger than 18) print name of minor and relationship