

## Notice of Privacy Practice

This notice describes how your health information may be used and disclosed, and how you can access this information. Please review carefully.

At USA Spine LLC, we have always kept your health information secure and confidential. The Health Insurance Portability and Accountability Act (HIPAA) requires us to continue to maintain your privacy, to give you this notice, and follow the terms of this notice. The law permits us to use or disclose your health information to those involved in your treatment. For example, review of your file by a specialist doctor whom we may involve in your care. We may use or disclose your health information for payment of your services.

We may use or disclose your health information for our normal healthcare operations. We may use your information to contact you. In an emergency, we may disclose your health information to a family member or another person responsible for your care. We may release some or all your health information when required by law.

Except as described above, this practice will not use or disclose your health information without your prior written authorization. You may request in writing that we not use or disclose your health information as described above. We will let you know if we can fulfill your request. You have the right to transfer copies of your medical records to another practice. You may pick it up in the office or we will mail your files to you. You have a right to receive a copy of your health information, with a few exceptions. Please provide us with a written request regarding the information you want to have copies of, however, we may charge you a fee for the copies.

You have the right to request and amend your health information. Please provide us with your request to make changes in writing. If you wish to include a statement in your file, please provide it to us in writing. We may or may not make the changes that you request but we will be happy to include your statement in your file. If we agree to an amendment or change, we will neither move nor alter earlier documents but will add new information.

### *SMS Terms of Service*

*By opting into SMS from a web form or other medium, you are agreeing to receive SMS messages from USA Spine, LLC. This includes SMS messages for conversations (external). Message frequency varies. Message and data rates may apply. See privacy policy at <https://usaspine.org/>. Message HELP for help. Reply STOP to any message to opt out.*

You have a right to receive a copy of this notice.