

SUMMARY OF PRIVACY PRACTICES

This summary contains condensed version of our **Office Privacy Practices**. Our full length notice is made available upon request by a patient.

We understand that your dental health information is personal to you and we are committed to protecting this information.

How we will use or disclose your information. Here are a few examples.

- For dental or medical treatment.
- To obtain payment for our services.
- Filing with your insurance company.
- Your authorization.
- Persons involved in care.
- In emergency situations
- to alert a serious threat to health or safety.
- For appointment and patient reminders.
- For worker' compensation programs.
- To operate our practice effectively and ensure all patients receive quality care.
- Subpeona or if required by law.

You have the right to read over or obtain copies of your dental health information. Copies may be made for a nominal fee.

If you believe your privacy rights have been violated you may submit a complaint to our privacy officer in writing or to the U.S. Dept. of Health & Human Services.

PLEASE KEEP THIS COPY FOR YOUR RECORDS