



## HIPPA 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.**

**Effective date: March 5, 2009**

Afg Guidance Center: Where Families Flourish is committed to maintaining clients' confidentiality. We will only release your healthcare information in accordance with federal and state laws and ethics of the counseling profession.

### Uses and disclosures of health information for the purposes of providing services

Providing treatment services, collecting payment and conducting healthcare operations are necessary activities for quality care. State and federal laws allows us to use and disclose you or your child's health information for these purposes.

### Treatment

We may need to use or disclose health information about you or your child to provide, manage or coordinate your care or related services. This may include consultants and potential referral sources.

### Healthcare Operations

We may need to use information about you or your child to review our treatment procedures and business activity. Information may be used for certification, compliance and licensing activities.

### Other uses or disclosures of healthcare information, which do not require your consent

- Information to remind you of /or to reschedule appointments.
- Information you and/or your child or children report about physical or sexual abuse of a child. Then by Illinois State Law, we are obligated to report this to the Department of Children and Family Services.
- Information that indicates immediate risk of harm to self or others.
- Information shared with law enforcement if a crime is committed on our premises or against our staff.
- Information required by a subpoena or court order.

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