

Generations R.C., Inc.
dba/Generations Physical Therapy of Barboursville, Milton, Teays Valley, Winfield, and Grayson

Individual Rights

You have certain rights under the federal privacy standards. These include:

- The right to request restrictions on the use and disclosure of your protected health information
- The right to receive confidential communications concerning your medical condition and treatment
- The right to inspect and copy your protected health information
- The right to amend or submit corrections to your protected health information
- The right to receive an accounting of how and to whom your protected health information has been disclosed
- The right to receive a printed copy of this notice

Generations R.C., Inc. Duties

We are required by law to maintain the privacy of your protected health information and to provide you with this notice of privacy practices.

We are also required to abide by the privacy policies and practices that are outlined in this notice.

Right to Revise Privacy Practices

As permitted by law, we reserve the right to amend or modify our privacy policies and practices. These changes in our policies and practices may be required by changes in federal and state laws and regulations. Upon request we will provide you with the most recently revised notice on any office visit. The revised policies and practices will be applied to all protected health information we maintain.

Requests to Inspect Protected Health Information

You may generally inspect or copy the protected health information that we maintain. As permitted by federal regulation, we require that requests to inspect or copy protected information be submitted in writing. You may obtain a form to request access to your records by contacting an Office Assistant, Office Manager, or Privacy Officer. Your request will be reviewed and will generally be approved unless there are legal or medical reasons to deny the request.

Complaints

If you would like to submit a comment or complaint about our privacy practices, you can do so by sending a letter outlining your concerns to:

Generations R.C. Inc.
PO Box 219
Milton, WV 25541

If you believe that your privacy rights have been violated you should call the matter to our attention by sending a letter describing the cause of your concern to the same address.

You will not be penalized or otherwise retaliated for filing a complaint.

Contact Person

The name and address of the person you can contact for further information concerning our privacy practices is:

Generations Physical Therapy Privacy Officer
PO Box 219
Milton, WV 25541
304-733-9560

This Notice of Privacy Practices is effective on or after April 14, 2003.