



### **Individual (Patient) Rights**

- 1) All patients have the right to inspect and copy their own protected health information (the medical record) on request, except for mental health records, which must be reviewed with a psychiatrist first. In cases where exposure to the record might be harmful to the patient, the psychiatrist may deny the request. If you request a copy of your psychiatric record, I will generally review the record with you myself. I rarely have information in the chart that a patient should not or could not read, but much may require explanation.
- 2) Patients also have the right to amend or append their medical (or psychiatric) record. I, as your physician, have the right to deny such a request if I believe that the information in the medical record is accurate, but in that case, the patient request must still be attached to the medical record.
- 3) Patients have the right to an accounting of all disclosures to other parties. This means that if you ask me for a list of whom I have released psychiatric information to, I will supply it to you.
- 4) Patients have the right to have reasonable requests for confidential communication accommodated.
- 5) You can give written authorization for me to disclose your psychiatric information to anyone you choose, and you may revoke the authorization in writing at any time.
- 6) Patients can file a complaint with me or with the Office of Civil Rights in the Department of Health and Human Services about any violation of the rights listed above. There will be no prejudice for filing such a complaint.
- 7) Patients have the right to receive a written notice of privacy practices from providers and health plans.