Julia Samton, MD Privacy Policy

It is my policy that I protect the integrity and the confidentiality of your Protected Health Information (PHI). This policy is to ensure that I have the necessary PHI to provide the highest quality of care possible while protecting the confidentiality of your PHI to the greatest degree possible.

The policy stipulates that I shall:

- Collect, use, store and disclose PHI in conformance with state and federal laws and any current written covenants/authorizations executed by you and presented to me. No information will be disclosed without your written consent, unless required by law, for the purposes of billing or for the purposes of clinical supervision. In the case of clinical supervision your name, address and other identifying data will not be disclosed. If I am required by law to disclose your PHI, every effort will be made to contact you and discuss the pending release of information prior to my doing so.
- Contact you at the number(s) or email addresses you specify, as needed.
- Send billing information to an email address you specify when requested.
- Recognize that you have a right to privacy and dignity at all times.
- Implement all reasonable measures to insure that your PHI remains private to the extent consistent with providing the highest quality of care possible.
- Maintain a list of all Disclosures of PHI to anyone other than you as required by HIPPA rules and regulations. I will provide you with a copy of that list upon your written request.
- Adhere to any restrictions concerning the use or disclosure of your PHI that you have requested and that conform to HIPPA regulations.

I pledge to adhere to this policy. This policy may be changed from time to time. Any changes will be effective upon release of a revised privacy policy and will be made available to you upon request.

I have reviewed this policy:

_____ _____

Print Name Phone # for contact purposes & messages

_____ _____

Signature & Date Email Address for Billing & other communications

Regarding Email:
There is no guarantee that email is a private and confidential form of communication. We try to maintain the highest level of data security, however, we cannot be absolutely certain of the level of confidentiality, and we advise you to protect yourself accordingly.

We recommend that you use a personal email (versus a business email). Email may be used primarily for the following types of communication:
-scheduling
-billing
-administrative matters
-prescription refills

In our opinion, it is safe to transmit prescription information via email, but please again note that although we will do the utmost to preserve your privacy, it may not always be possible.
Please note we will only honor prescription refills, not new prescriptions via email requests. If you have a question regarding medication side effects, or a new prescription, please call the office. If you do not receive a reply to an email message, do not assume that it was read. Please call the office or resend your email and await confirmation. In addition, please note that Dr. Samton is unable to give clinical opinions or medical treatment via email. In addition, email is not to be used to communicate urgent or emergent questions, symptoms, or other clinical information. By signing below, you have read and understand these considerations and agree to use email for assigned purposes.

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Signature and Date