

New Day Motivation Counseling

Notice of Privacy Practices (HIPAA)

This Notice of Privacy Practices describes how protected health information (PHI) about you may be used and disclosed, and how you can access this information. Please review it carefully.

Our Legal Duty

New Day Motivation Counseling is required by law to:

- Maintain the privacy of your protected health information (PHI)
- Provide you with this Notice of Privacy Practices
- Follow the terms of this Notice currently in effect

Uses and Disclosures of Protected Health Information

We may use or disclose your protected health information without your written authorization for the following purposes:

1. Treatment

We may use and share your PHI to provide, coordinate, or manage your mental health care and related services. This may include consultation with other healthcare providers involved in your care.

2. Payment

We may use and disclose your PHI to obtain payment for services provided, including billing insurance companies, verifying coverage, and collecting fees.

3. Healthcare Operations

We may use and disclose PHI for practice operations such as quality assessment, licensing, supervision, training, legal consultation, and administrative activities.

Other Permitted Uses and Disclosures

We may also disclose PHI without your authorization when required or permitted by law, including:

- To comply with legal obligations (court orders, subpoenas)
- For public health and safety activities
- To report abuse, neglect, or domestic violence as required by law
- To avert a serious threat to health or safety
- For workers' compensation claims
- For health oversight activities

Uses and Disclosures Requiring Authorization

Uses and disclosures of PHI not described above will be made only with your written authorization. You may revoke an authorization at any time in writing, except to the extent action has already been taken.

Special Protections for Mental Health Information

Psychotherapy notes are given special protection under federal law and will not be disclosed without your written authorization, except as permitted or required by law.

Your Rights Regarding Your Health Information

You have the right to:

- **Inspect and obtain a copy** of your health records (with limited exceptions)
- **Request corrections** to your health information

- **Request restrictions** on certain uses and disclosures (we are not required to agree, except where required by law)
- **Request confidential communications** (such as alternate contact methods)
- **Receive an accounting of disclosures** of your PHI
- **Receive a paper copy** of this Notice at any time

Breach Notification

You have the right to be notified following a breach of your unsecured protected health information.

Changes to This Notice

New Day Motivation Counseling reserves the right to change this Notice. Any revised Notice will apply to all PHI we maintain and will be made available upon request and posted as required.

Complaints

If you believe your privacy rights have been violated, you may file a complaint with:

New Day Motivation Counseling LLC

Contact: Rhonda Davis

Phone: 734 218-0290

Email: Newdaymotivation1@gmail.com

You may also file a complaint with the U.S. Department of Health and Human Services. You will not be retaliated against for filing a complaint.

Contact Information

If you have questions about this Notice or your privacy rights, please contact:

Name: Rhonda Davis

Practice Name: New Day Motivation Counseling LLC

Email: Newdaymotivation1@gmail.com

Phone: 734 218-0290

This Notice of Privacy Practices complies with applicable federal HIPAA regulations governing the privacy of protected health information.