

Patient Bill of Rights and Notice of Privacy Practices

As a patient you have the following rights:

Personal rights

- * You must be treated with dignity and respect, free from any verbal or physical abuse.
- * You have the right to have staff make fair and reasonable decisions about your treatment and care.
- * You cannot be treated differently because of race, national origin, sex, age, religion, disability or sexual orientation.

Treatment and related rights

- * You must be provided prompt and adequate treatment.
- * You must be allowed to participate in the planning of your treatment and care.
- * You must be informed of your treatment and care, including alternative and possible side effects of medication.
- * You may refuse medication and any other treatment.
- * No treatment or medication may be given to you without your consent, unless it is needed in an emergency to prevent serious physical harm to you or others, or a court orders it. (If you have a guardian, However, your guardian can consent to treatment and medication on your behalf).
- * You must not be given an unnecessary or excessive medication
- * You must be informed of any costs of your care and treatment that you or your relatives may have to pay.
- * You must be treated in the least restrictive manner and setting necessary to safely and appropriately meet your needs.

Communication and privacy rights

- * You may not be filmed or taped unless you agree to it.
- * You have the right to request and receive a copy of the practices notice of privacy practices.
- * You have the right to an accounting of the disclosures of protected health information made by the covered entity for purposes other than treatment, payment and healthcare operations.

Record privacy and access laws

- * your treatment information must be kept private (confidential).
- * Your records cannot be used or released without your consent, unless the law specifically allows for it.
- * You can ask to see and copy your records. You must be shown any records about your physical health or medications. Staff may limit how much you can see of the rest of your records while you are receiving services. You must be informed of the reasons for any such limits. You can challenge those reasons in the grievance process. You may request restrictions on certain uses and disclosures of protected health information.

Grievance resolution process

- * If you feel your rights have been violated, you may file a grievance to the practice and DHS (Department of Health and Human Services).
- * You cannot be threatened or penalized in anyway for filing a grievance.
- * You must be informed of your rights and how to use the grievance process.