



PRIVACY NOTICE

This Privacy Notice explains how we collect, use, disclose, and safeguard your information when you visit our website (americanbehavioralsolutions.com) or engage with our services.

INFORMATION WE COLLECT

We may collect and process the following types of information:

- Personal Identification Information: Name, address, email address, phone number, and other contact details.
- Health Information: Relevant health and medical history, treatment plans, and therapy session notes.
- Payment Information: Credit card numbers, billing address, and other financial details.
- Usage Data: Information about how you interact with our website and services, including IP addresses, browser types, and usage patterns.

HOW WE USE YOUR INFORMATION

We use the information we collect for various purposes, including:

- Providing and managing our services.
- Personalizing and improving your experience.
- Processing payments and billing.
- Communicating with you regarding appointments, updates, and other services.
- Ensuring compliance with legal and regulatory requirements.

HOW WE SHARE YOUR INFORMATION

We do not sell, trade, or otherwise transfer your personal information to outside parties except as described in this Privacy Notice. We may share your information with:

- Service Providers: Third-party companies and individuals that perform services on our behalf, such as payment processing and data analysis.
- Healthcare Professionals: Relevant health information may be shared with other healthcare providers involved in your care.
- Legal Compliance: When required by law, we may disclose your information to comply with legal processes or government requests.

YOUR RIGHTS

You have the right to:

- Receive a notice explaining how a provider or health plan uses and discloses your health information.
- Request to review or receive your medical files.
- Cancel a release of information by providing us with written notice. If you desire to have your information sent to a location different than our address on file, you must provide this information in writing.
- Restrict which information might be disclosed to others. However, if we do not agree with these restrictions, we are not bound to abide by them.
- Request that information about you be communicated by other means or to another location. This request must be made to us in writing.
- Disagree with the medical records in our files. You may request that this information be changed. If denied, you have the right to make a statement of disagreement, which will be placed in your file.
- Know what information in your record has been provided to whom. Request this in writing. If you desire a written copy of this notice, you may obtain it by requesting it from American Behavioral Solutions.
- Request an amendment to medical records.
- Request special privacy protection for Private Health Information (PHI).
- Request a record of disclosures and knowing how much information each disclosure report has included.

DATA SECURITY

We implement a variety of security measures to protect your personal information. These measures include encryption, access controls, and secure storage to prevent unauthorized access, use, or disclosure of your data.

OUR LEGAL DUTIES

State and Federal laws require that we keep your medical records private. Such laws require that we provide you with this notice informing you of our privacy of information policies, your rights, and our duties. We are required to abide by these policies until replaced or revised. We have the right to revise our privacy policies for all medical records, including records kept before policy changes were made. Any changes in this notice will be made available upon request before changes take place.

The contents of material disclosed to us in an evaluation, intake, or counseling session are covered by the law as private information. Both verbal information and written records about a client cannot be shared with another party without the written consent of the client or the client's legal guardian or personal representative. Health care professionals are required to release records of clients if a court order has been placed.

DUTY TO WARN AND PROTECT

When a client discloses intentions or a plan to harm another person or persons, the health care professional is required to warn the intended victim and report this information to legal authorities. In cases in which the client discloses or implies a plan for suicide, the health care professional is required to notify legal authorities and make reasonable attempts to notify the family of the client.

PUBLIC SAFETY

Health records may be released for the public interest and safety for public health activities, judicial and administrative proceedings, law enforcement purposes, serious threats to public safety, essential government functions, military, and when complying with worker's compensation laws.

MINORS/GUARDIANSHIP

Parents or legal guardians of non-emancipated minor clients have the right to access the clients' records and may do so at any time.

COMPLAINTS

If you have any complaints or questions regarding these procedures, please contact American Behavioral Solutions at the address or telephone number listed below. We will respond to your inquiry in a timely manner. You may also submit a complaint to the U.S. Department of Health and Human Services and/or the State Licensing Agency. If you file a complaint, we will not retaliate in any way.

CHANGES TO THIS PRIVACY NOTICE

We may update this Privacy Notice from time to time. Any changes will be posted on our website with an updated effective date. We encourage you to review this Privacy Notice periodically to stay informed about how we are protecting your information.

CONTACT US

If you have any questions or concerns about this Privacy Notice or our privacy practices, please contact us at:



1 (800) 594-4445

representative@americanbehavioralsolutions.com

www.americanbehavioralsolutions.com

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