

**PRIVACY OF YOUR MEDICAL RECORDS
OFFICE OF ARLENE WEINSHELBAUM, M.D., PA**

Congress recently passed laws to help ensure that your medical records remain private and that information concerning you or your health is not given to anyone except those who are directly involved in your health care unless you give your consent.

Please understand that we have actually followed these procedures in the past.

Under the law we may give information to:

- Other doctors who are treating you
- Laboratory or X ray facilities when we request tests to help in the diagnosis or treatment of your condition
- Close family members or a close personal friend you select in order to keep those important to you informed of your condition
- When required by law to provide information as in situations involving Public Health, Workman Compensation or under Court subpoena.
- Your insurance company for billing purposes

The situations described above actually cover most or all of the reasons we provide information to a third party. In all other situations, we would request your approval and written consent before giving any information .

Your medical record is maintained for your benefit. You may review, request copies, or provide additional information for your record. Please let us know if you wish to do so.

A more detailed statement of our privacy policy is available on request.

If you have any questions concerning our policy please let us know and we will be happy to answer them. We try very hard to protect your privacy but if a problem should arise and you wish to file a complaint with our office or with the Office of Health and Human Services, please let us know and we will explain how to do this.

As required by law, we ask that you sign below to verify that you have received this information.

SIGNATURE:

DATE:
