

Sonya Brewer, MA
Licensed Marriage and Family Therapist #89901
Somatic Psychotherapy for Body, Mind, Heart & Spirit

1505 Solano Avenue
Albany, CA 94707
Phone: (510) 496-6010
www.sonyabrewer.com

NOTICE OF PRIVACY PRACTICES

Dear Client:

A federal law, the Health Insurance Portability and Accountability Act (HIPAA), which was established to protect your privacy, requires that I provide you with information about the nature of the records I keep, the manner in which these records are stored to protect your privacy, and the circumstances under which anyone other than your therapist would have access to any of the information contained in these records. I am required to obtain your signature confirming that you have read and understand it.

HOW I PROTECT YOUR PRIVACY:

I am committed to maintaining and protecting the confidentiality of your personal and sensitive information. I have procedures for accessing, labeling and storing confidential records. These records may include your name, address, telephone numbers, fee, dates of sessions and cancellations, charges, payments and balances, and other documentation of sessions. Records are stored securely, under lock and key or with electronic protection, and access to my office is limited to authorized personnel. Before I provide any information to an insurance company or other third party requesting it, I will discuss the request with you to be sure you wish me to honor it. Patient privacy with regard to these records is protected by law, although records can be subpoenaed by a court of law, and I could be required to provide the records or information in them.

It is my policy to protect your confidentiality and right to privacy. Though I am permitted to disclose confidential information in the following circumstances without your authorization, I will not do so without requesting your written consent:

- to coordinate treatment with other health care providers
- to access your health benefits
- or, as otherwise required or permitted by law

FOR MORE INFORMATION OR COMPLAINTS: If you want more information about your privacy rights, do not understand your privacy rights, disagree with a decision that I made about access to your confidential information, or if you believe your privacy rights have been violated and wish to file a complaint, you may file written complaints with the Secretary of the U.S. Department of Health and Human Services. I will not take any action against you if you file a complaint with the Secretary.