

Privacy Policy for Leigh Harter Speech Services

Effective Date: 10/23/2023

At Leigh Harter Speech Services, your privacy and the security of your personal information and Protected Health Information (PHI) are of the utmost importance to us. This Privacy Policy is designed to help you understand how we collect, use, disclose, and protect your information when you visit our website and engage with our speech and language pathology services. Please read this policy carefully to understand our practices regarding your data.

1. Information We Collect

We may collect both personal and non-personal information, including Protected health Information (PHI), when you interact with our website and services, which may include:

1.1 Personal Information

- Name
- Contact Information (email address, phone number)
- Date of Birth
- Health Information (including medical history, diagnostic assessments, and treatment records)
- Billing Information (if applicable)

1.2 Non-Personal Information

- Website usage data (e.g., cookies, IP address, browser type)
- Referral sources
- Device information
- Interaction with our content and services

2. How We Use and Disclose Your Information

We use the information we collect for the following purposes:

2.1 Treatment

We may use and disclose your PHI for the provision of speech, occupational therapy, and hyperbaric therapy services and to coordinate care with other healthcare professionals involved in your treatment.

2.2 Payment

We may use and disclose your PHI for billing and payment purposes, including insurance claims. For other personal information, we use it for general inquiries and service improvement.

2.3 Healthcare Operations

We may use your PHI for internal administrative purposes, such as quality assessment and improvement, staff training, and compliance with applicable laws and regulations. For non-PHI personal information, we use it to improve our website and services.

2.4 Legal Requirements

We may disclose your PHI to comply with legal and regulatory obligations, such as responding to legal requests and governmental authorities. For other personal information, we may share it with authorized third-party service providers and comply with legal requirements.

2.5 Your Rights and Choices

You have rights regarding your personal information and PHI:

- Access, correct, or update your personal information and PHI.
- Request corrections or amendments to your PHI.
- Request an accounting of disclosures of your PHI.
- Request restrictions on certain uses and disclosures of your PHI.
- Request confidential communication methods.
- File a complaint if you believe your privacy rights have been violated.

To exercise these rights or for any inquiries related to your data, please contact us at PO Box 1654, Hartland MI, 48353.

3. Security Measures

We take reasonable steps to protect your personal information and PHI from unauthorized access, disclosure, or misuse. However, please be aware that no method of data transmission or storage is completely secure, and we cannot guarantee the security of your information.

4. Changes to this Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in our practices, HIPAA, or for other operational, legal, or regulatory reasons. When we make changes, we will revise the "Effective Date" at the top of this policy. We encourage you to review this policy periodically to stay informed about how we are protecting your data.

5. Contact Us

If you have any questions, concerns, or requests regarding this Privacy Policy or your personal information or PHI, please contact us at:

Leigh Harter Speech Services
PO Box 164
Hartland, MI 48353

By using our website and services, you agree to the terms and practices outlined in this Privacy Policy, including HIPAA compliance. We are committed to safeguarding your privacy and providing high-quality speech and language pathology services.

Thank you for choosing Leigh Harter Speech Services.