

enLIGHTen Acupuncture and Holistic Medicine

Notice of Privacy Policy

It is the policy of Enlighten Holistic Medicine, LLC to keep your health information private. All information gathered, either written or verbal, is confidential and will not be shared with a third party, unless you give specific written approval, or if needed to submit to an insurance company, or because of a legal subpoena. If your case is discussed as a learning exercise with fellow acupuncturists, all personal data will be removed from the case study. You are allowed to get a copy of your medical record, in part or full, at any time with written request and a surcharge of \$10 for time and cost of the copies. These copies will be handed to you directly or mailed via certified mail.

Enlighten Holistic Medicine, LLC will make every effort to keep emailed information private on a password protected computer or copies may be printed and kept in your chart. However, be aware that there is always potential for electronic information to be hacked by a third party, so be mindful of emailing sensitive health information and Enlighten Holistic Medicine, LLC will avoid emailing specific health information whenever possible.

Please sign that you have read and understand our privacy policy. You are welcome to request a written copy of our privacy policy at any time.

Print name _____

Signature _____ Date _____

Signature of Kelly Desierto, L.Ac that form was provided and read by the patient listed above _____