Embodied Living Counseling
140 Point Judith Rd, Suite 23
Narragansett, RI 02882-3477
Phone: 401-250-2731 | Fax: 401-386-3443

NOTICE OF PRIVACY PRACTICES RELEASE

EFFECTIVE IMMEDIATELY

1. NOTICE SCOPE

This Notice of Privacy Practices ("Notice") describes how Embodied Living Counseling, LLC may use and disclose your protected health information (PHI) and your rights regarding that information under the Health Insurance Portability and Accountability Act (HIPAA).

This Notice applies to all members of the Embodied Living Counseling, LLC workforce, including clinicians, employees, contractors, trainees, volunteers, and temporary staff, who may access or handle PHI as part of their duties.

2. PURPOSE OF THIS NOTICE

The purpose of this Notice is to inform clients about:

- How we protect the privacy of your PHI
- How your PHI may be used or shared during the course of your care
- Your rights regarding your PHI under federal law
- Our responsibilities as a mental health provider to safeguard your information

Embodied Living Counseling, LLC is committed to maintaining your privacy and complying fully with all HIPAA Privacy Rule requirements.

3. OUR PRIVACY PRACTICES AND COMMITMENT

At Embodied Living Counseling, LLC, we value your trust and are dedicated to safeguarding your mental health information. We are required by law to:

- Maintain the privacy and security of your PHI
- Provide you with this Notice describing our legal duties and privacy practices
- Notify you in the event of a breach involving your unsecured PHI
- Follow the terms of this Notice currently in effect

We use and disclose PHI only as permitted by law and as necessary to provide treatment, coordinate care, obtain payment, and operate our mental health practice.

This Notice explains these uses in detail and outlines the rights you have regarding your PHI, including access, amendments, restrictions, and confidential communication preferences.

4. REGULATORY REFERENCES

This Notice is provided in accordance with:

- 45 CFR § 164.520 — Notice of Privacy Practices
- 45 CFR § 164.530 — Administrative Requirements
- Other applicable provisions of the HIPAA Privacy Rule

5. NOTICE REVIEW AND UPDATES

Embodied Living Counseling, LLC will review and update this Notice of Privacy Practices as required by law or as changes in our practices occur. Whenever material revisions are made, an updated Notice will be made available to all clients and posted in our office and online.

* By signing below, I agree that I have read, understood and agree to the items contained in this document.

Client (or Parent/Legal Guardian) Signature:

If signing as a parent/guardian, please input your name below:

Signature: Date/Time:

Client Name: Client DOB: