

# NOTICE OF PRIVACY PRACTICES

**Effective Date: February 16, 2026**

## **Regional Health Center – Chiropractic Services**

This Notice describes how we may use and disclose your protected health information (PHI) and your rights regarding that information. Please review it carefully.

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## **Our Legal Duties**

We are required by law to:

- Maintain the privacy and security of your PHI;
  - Provide you with this Notice of our privacy practices;
  - Follow the terms of this Notice;
  - Notify you if a breach of unsecured PHI occurs.
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## **How We May Use and Disclose Your PHI**

We may use or disclose your PHI without written authorization for:

**Treatment** – To provide and coordinate your chiropractic care.

**Payment** – To bill and obtain payment from you or your insurer.

**Health Care Operations** – For business activities such as quality improvement, licensing, compliance, and staff training.

We may also disclose PHI when required by law, for public health reporting, abuse or neglect reporting, workers' compensation claims, health oversight activities, law enforcement purposes (as permitted), or judicial proceedings.

Other uses and disclosures require your written authorization.

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# Special Protection for Substance Use Disorder Information

Federal law (42 CFR Part 2) provides additional confidentiality protections for substance use disorder (SUD) treatment information.

If we create or receive records containing SUD information:

- We will protect such information in accordance with federal law;
  - We will not use or disclose it except as permitted or required by law;
  - Unauthorized redisclosure is prohibited.
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## Your Rights

You have the right to:

- Inspect and obtain a copy of your PHI;
- Request an amendment to your PHI;
- Request an accounting of certain disclosures;
- Request restrictions on uses or disclosures;
- Request confidential communications;
- Receive a paper copy of this Notice.

Requests must be made in writing when required by law.

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## Complaints

If you believe your privacy rights have been violated, you may contact:

**Privacy Officer**

Regional Health Center  
307 Ivy Ave SE  
(320)321-0166  
rhcteam@rhclliving.com

You may also file a complaint with the U.S. Department of Health and Human Services, Office for Civil Rights. You will not be penalized for filing a complaint.

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**Changes to This Notice**

We reserve the right to change this Notice. The revised Notice will apply to all PHI we maintain and will be available at our office and on our website.