



RICHARD D. HOWES, D.D.S.
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Summary Notice of HIPAA Practices

This notice describes how medical and dental information about you may be used and disclosed and you can get access to this information. Please review it carefully.

Summary of your Privacy Rights

We may share your health information to:

- Dentally care for you
- Medically care for you
- Obtain payment
- Administer your care
- Tell you about other benefits and services
- Include you in the practice directory
- Provide information to family & friends allocated by you

We may use your health information for:

- Health & Safety reasons
- Military & National security reasons
- Worker's compensation requests
- Lawsuits
- Law enforcement requests

We have the right to:

- Get a copy of your dental records
- Have your medical/dental record reviewed and corrected if necessary
- Get a list of whom we share your health information
- Ask us to limit the information we share
- Ask for a copy of our privacy notice
- Complain in writing to the practice if you believe your privacy rights have been violated by us

I acknowledge that a copy of the Notice of Privacy practices is available for my review and a copy of this notice is also available upon request and that Smiles by Design reserves the right to change the term of this notice and that I will be notified of any amendments to the current notice, I can contact Katrina Billington by phone at (925) 443-4182.

Patient or Legally Authorized Individual Signature

Date

Print Name

Relationship to patient