



PATIENT GUIDE

Professional Hearing Solutions wants you to be aware of the Federal Government rules and regulations that are in place to protect your health information. Professional Hearing Solutions is committed to helping you understand these rules and regulations so we can most effectively treat you.

Professional Hearing Solutions provides documents that tell you how information that may identify you and that relates to your audiological/health care will be used. Some of these documents must be signed by you to show you received and understand them and to enable the highest level of care of Professional Hearing Solutions.

This is an overview of the documents you will receive from Professional Hearing Solutions.

Notice of Privacy Practices

The Notice of Privacy Practices is a length document that goes into detail to fully inform you about how your health information is used. In a nutshell, the Notice of Privacy Practices covers the following topics:

- How Professional Hearing Solutions manages and protects your health information.
- How you can restrict certain uses and disclosures of your protected health information.
- Your rights in requesting information about your protected health information.
- Contact information if you have any questions or concerns regarding your protected health information.
- Professional Hearing Solutions requests that you sign an acknowledgement that you received the Notice of Privacy Practices.

Authorization to Use and Disclosure

To assist Professional Hearing Solutions in providing the best care possible and to communicate with those close to you and other health professionals that may be treating you, Professional Hearing Solutions provides you a form to let us know who we can share your health information with.

Marketing Authorization

The marketing authorization form authorizes Professional Hearing Solutions to contact you with various product and/or treatment options related to your audiological/health care. Professional Hearing Solutions may receive compensation for these communications. The authorization form give you the option of either:

- Authorizing all marketing communications
- Requiring authorization for any one marketing communication
- Prohibiting any marketing communication

Questions/Comments

Please do not hesitate to ask us any questions you may have about your protected health information. You may contact our Privacy officer, Toni Steffens, at 585-398-1210 or tsteffens@professionalhearingsolutions.com