

Privacy Practices Notice

Effective Date: 05/01/2015

1. Introduction

Dr. Brian LaBombard DMD PLLC is committed to protecting your personal and health information. This Notice of Privacy Practices explains how we collect, use, and safeguard your information in accordance with the Health Insurance Portability and Accountability Act (HIPAA) and other applicable laws. Please read this notice carefully.

2. Information We Collect

- **Personal Information:** We collect personal information such as your name, address, phone number, email address, and insurance details.
- **Health Information:** We collect health-related information necessary for your dental care, including medical history, treatment plans, and records of services provided.

3. How We Use Your Information

We use your information for the following purposes:

- **Treatment:** To provide, coordinate, or manage your dental care and related services.
- **Payment:** To process and manage your insurance claims, billing, and payments.
- **Healthcare Operations:** To perform administrative functions such as scheduling appointments, managing records, and improving the quality of care.
- **Communication:** To contact you regarding appointments, treatment plans, and other health-related matters.

4. How We Share Your Information

We may share your information in the following circumstances:

- **With Healthcare Providers:** For coordination of your care, such as referring you to a specialist or sharing information with your primary care physician.
- **With Insurance Companies:** To verify coverage, process claims, and manage billing.
- **For Legal Reasons:** To comply with legal requirements, such as court orders or health regulations.
- **For Healthcare Operations:** With third-party service providers who assist us in running our practice (e.g., billing services, IT support).

5. Your Rights

You have the following rights regarding your personal and health information:

- **Right to Access:** You may request access to your medical records and other health information we maintain.
- **Right to Amend:** You may request corrections to your health information if you believe it is incorrect or incomplete.
- **Right to Request Restrictions:** You may request restrictions on how we use or disclose your information, although we are not obligated to agree to all requests.
- **Right to Confidential Communication:** You may request to receive communications from us in a particular way or at a specific location.
- **Right to a Copy of This Notice:** You are entitled to receive a copy of this Privacy Practices Notice.

6. Data Security

We implement appropriate administrative, physical, and technical safeguards to protect your information from unauthorized access, disclosure, or destruction. However, no system is entirely secure, and we cannot guarantee absolute protection.

7. Changes to This Notice

We may update this Notice of Privacy Practices from time to time. Any changes will be posted on our website and available at our office. The revised notice will be effective as of the date it is posted.

8. Contact Us

If you have any questions or concerns about this Notice or our privacy practices, please contact:

Dr. Brian LaBombard DMD PLLC
3851 Airport Blvd, Ste 105 Austin, TX 78722
512-291-6684
info@airport-dental.com

9. Complaints

If you believe your privacy rights have been violated, you may file a complaint with us or with the U.S. Department of Health & Human Services. We will not retaliate against you for filing a complaint.

