

Marsh Landing Behavioral Group  
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**Notice of Privacy Practices**

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

At Marsh Landing Behavioral Group (MLBG), we are committed to keeping your protected health information (PHI) confidential. This Notice of Health Information Practices is required by law and describes how and when we use or disclose protected personal health information. It also describes patient rights and our legal obligations with respect to medical information. Disclosure may occur without the patient's authorization for purposes of treatment, payment, and health care operations. We are required by law to maintain the privacy of protected health information and to provide individuals with notice of our legal duties and privacy practices with respect to protected health information. If you have any questions about this Notice of Privacy Practices, please contact our Privacy Officer.

**What is PHI?**

PHI is defined as any health information created or received by a health care provider that: (1) identifies an individual; **and** (2) relates to that individual's past, present, or future physical or mental health condition or to payment for health care. Protected health information includes information in any form or medium, from a paper medical record to a conversation between consulting on the care of a patient. Please see [www.floridahealth.gov](http://www.floridahealth.gov) for additional information.

Marsh Landing Behavioral Group collects health PHI and stores it in an electronic health medical record system known as (EHR) Electronic Health Record. This electronic health record is the property of MLBG, but the PHI that is stored in the record belongs to the patient.

### **Authorization to Disclose from Patient**

Marsh Landing Behavioral Group will disclose a patient's PHI when a signed release has been received by the individual patient or guardian giving permission for disclosure to specified individuals and/or entities. Patient's also have the option to give consent to receive appointment reminders via phone calls, text messages or email. PHI may be left on either one of these methods for appointment reminders.

### **Authorization to Disclose is NOT Required**

In most legal proceedings, the patient has the right to prevent any PHI from being released. In some proceeding involving child custody and those in which your emotional conditions are an important issue, a judge may subpoena, court order, warrant or other court or law enforcement order for your medical records

There are some situations in which the patient's mental health provider is legally obligated to take action to protect others from harm, even if it means revealing information about a patient's treatment. For example, if there is a concern that a child, elderly person or disabled person is being abused, a report must be filed with the appropriate agency.

If there is a reason to believe that a person is threatening serious bodily harm to another, we are required to take protective action. These actions may include notifying the potential victim, contacting the police, or seeking hospitalization for him/her or to contact family members or others who can help provide protection.

We may disclose PHI in the event of a patient's death or in disaster situations.

These situations have rarely occurred in our practice. If a similar situation occurs, every effort will be made to fully discuss it before taking action.

### **Patient's Right to Inspect and Copy**

The patient has the right to request access to inspect and copy the patient's health information with limited exceptions with a written request detailing the information requested. We have the right to deny any requests for PHI if MLBH believes that access to the requested records could cause substantial harm. If we deny your request to access PHI, you will have the right to have the PHI transferred to another health care provider.