



**The Therapy Office**  
2112 W Huntsville Ave, Suite B  
Springdale, Arkansas 72762  
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## Notice of Privacy Practices (HIPAA)

Updated: 05/03/2025

This notice describes how your medical information may be used and disclosed, and how you can access this information. Please review it carefully.

### You have the right to:

- Get a copy of your mental health and billing records
- Request corrections to your records
- Request confidential communication
- Ask us to limit what we use or share
- Get a list of those with whom we've shared information
- File a complaint if you believe your privacy rights have been violated

### We typically use or share your health information:

- To provide therapy services
- To coordinate payment through insurance or self-pay
- For administrative operations (e.g., scheduling, supervision)

We may also disclose information when required by law (e.g., child abuse reporting, imminent harm, legal mandates).

### We are required by law to:

- Maintain the privacy and security of your protected health information (PHI)
- Notify you promptly if a breach occurs
- Provide you with this notice and follow the practices described
- Not use or share your information other than as described here without your written consent

### Text Messaging & Mobile Information:

- If you provide your phone number, we may use it to send you text messages related to your services, including appointment information, follow-ups, or general communication.
- No mobile opt-in or text message consent will be shared with third parties or affiliates.
- We do not sell or distribute your personal information for marketing purposes.
- Standard message and data rates may apply depending on your mobile carrier.

**Contact Information for Privacy Questions:**

*The Therapy Office*

Email: [hello@thetherapyofficear.com](mailto:hello@thetherapyofficear.com)

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