

**TEXAS FAMILY MEDICAL
& MINOR EMERGENCY CENTER
1331 NORTHPARK DR.
KINGWOOD, TEXAS 77339**

P: 281-359-5330

F: 281-359-6117

NOTICE OF INFORMATION

THIS NOTICE DESCRIBES HOW INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GAIN ACCESS TO THIS INFORMATION. PLEASE REVIEW CAREFULLY:

Each time you visit our physician(s), a record of your visit is made. Typically, this record contains your symptoms, exam, and test results, diagnosis, treatment, and a plan for future care or treatment. This information, often referred to as your health or medical record, serves as a:

- basis for planning your care and treatment
- means of communication among the many health professionals who contribute to your care
- legal document describing the care you received
- means by which you or a third-party payer can verify that services billed were actually provided
- a tool in educating health professionals
- a source of data for medical research
- a source of information for public health officials charged with improving health of the nation
- a source of data for facility planning and marketing
- a tool with which we can access and continually work to improve the care we render and the outcomes we achieve
- Understanding what is in your record and how your health information is used helps you to:
 - ensure its accuracy
 - better understand who, what, when, where, and why others may access your health information
 - make more informed decisions when authorizing disclosure to others

Although your health record is the physical property of the healthcare practitioner or facility that compiled it, the information belongs to you. You have the right to:

- request a restriction on certain uses and disclosures of your information
- obtain a paper copy of the notice of information upon request
- inspect and copy your health record
- amend your health record
- obtain an accounting of disclosures of your health information
- request communication of your health information by alternative means or at alternative locations
- revoke your authorization to use or disclose health information except to the extent that action has already been taken