



Professional Physical Therapy and Associates Ltd. Co.

1316 S. Ridgewood Ave. * Edgewater, Florida 32132
Tel: (386) 423-0100 * Fax: (386) 428-8631 * www.Proptfl.com

PRIVACY POLICIES AND PRACTICES

Revised February 27, 2018

We provide physical therapy and related services to our individual, corporate and association clients ("Clients").

1. Information we collect:

We collect nonpublic personal and medical information about the Clients, in certain cases their family members, and from our individual Clients (collectively "Participants") from following sources:

- Information we receive from Clients and Participants on intake forms, Photographs or Video in connection with providing services to Clients and Participants.
- Information we receive as a result of processing and verifying the information provided to us about Clients and Participants.
- Information we receive from affiliates, insurers, other intermediaries, third party providers and others regarding our Clients and Participants.
- Information we receive from consumer reporting agencies.
- Information available from external sources (such as publicly available records).
- Photographs and or Video may be used for identification purposes, as well as exercise information.

2. Information we may disclose to third parties:

We do not disclose any nonpublic personal information about our Clients, former Clients, Participants of former Participants to any third parties except to process payment for treatment or inform referring physician or other members in the healthcare team for the Client's benefit. We may share this information outside the company in order to process or complete the transaction for which the information was provided or as otherwise authorized by our Clients or Participants. The law permits us to share this information with our affiliates.

3. Our practices regarding information confidentiality and security:

We restrict access to nonpublic personal information about Clients and Participants to those who need to know that information in order to provide products or services to our Clients and Participants. We have in place physical, electronic and procedural safeguards in order to guard any nonpublic personal information we maintain regarding Client and Participants in full compliance with HIPPA regulation. Any contractors providing service in the confines of this practice is also expected to comply completely with this policy.

Due to the nature of semiprivate (curtained) and gym treatment areas there is limited ability to prevent others from hearing discussion regarding possibly confidential patient information. If privacy is required regarding a subject a Client and or Participant can request a private room when available.

Video surveillance on the premise both interior and exterior is used for notification of the providers of arrival of the Client and Participants for the appointment and for safety and security purposes. In the event of a crime the video may be subpoenaed by law enforcement.

Signature: _____

Date: _____