



Sam Beckmann Mental Health Privacy Policies and Confidentiality

1. Introduction

At Sam Beckmann Mental Health, we prioritize the privacy and confidentiality of our clients. This Privacy Policy outlines how we collect, use, and protect your personal information in compliance with the Health Insurance Portability and Accountability Act (HIPAA), state laws, and relevant professional standards.

2. Information We Collect

We collect various types of personal information from you to provide mental health services. This may include:

- **Personal Identifiers:** Name, address, phone number, email, date of birth, and emergency contact information.
- **Health Information:** Medical history, mental health history, diagnoses, treatment records, and any other information relevant to your care.
- **Insurance and Payment Information:** Insurance provider, policy number, and billing information.

3. How We Use Your Information

We use your information to:

- Provide mental health services and treatment.
- Communicate with you regarding appointments, treatment updates, and important notices.

Option to opt in or out to text messages from Sam Beckmann Mental Health regarding appointment times, scheduling, and other administrative/ short text messages. *SMS opt-in or phone numbers for the purpose of SMS are not being shared with any third party or affiliate companies for marketing purposes. Message and data rates may apply. Low frequency (0-5/ month) of messages if choosing to opt-in.*

- Opt-in to text messages: "I agree to receive text messages from Sam Beckmann Mental Health in regard to appointment times, scheduling, and other administrative/ short text messages."



- Opt-out to text messages: "I do NOT agree to receive text messages from Sam Beckmann Mental Health in regard to appointment times, scheduling, and other administrative/ short text messages."
- Coordinate care with other providers, if authorized.
- Process billing and insurance claims.
- Conduct internal audits, compliance reviews, and quality improvement efforts.

4. Information Sharing and Disclosure

We will not share your personal information except under the following circumstances:

- **With Your Consent:** We may share information with family members, prior or current practitioners, or any other third parties only if you provide written consent (through an ROI/ Authorization).
- **For Treatment, Payment, and Operations (TPO):** We may use and disclose information as necessary to provide treatment, facilitate billing, and conduct healthcare operations.
- **As Required by Law:** In cases such as reporting abuse, neglect, or imminent harm to self or others, we may disclose information to the relevant authorities.
- **With Business Associates:** Third-party service providers, such as billing and administrative services, may have access to limited information necessary to perform services on our behalf.

5. Data Protection and Security

We implement industry-standard measures to secure your personal information against unauthorized access, use, or disclosure. This includes:

- Encryption and secure storage of electronic health records in Simple Practice.
- Limited access to personal information by authorized staff only.

6. Your Rights

You have the following rights regarding your health information:

- **Access:** You may request access to your health records.
- **Correction:** You may request correction of inaccurate information.
- **Restrictions:** You may request certain restrictions on how we use or share your information.
- **Confidential Communications:** You may request that we communicate with you in a specific way or at a specific location.



- **Revocation of Consent:** You may revoke consent for information sharing, except where required by law.

7. Changes to This Privacy Policy

We may update this Privacy Policy periodically. When changes are made, we will notify you by updating the date at the top of this policy and, when applicable, through additional communications.

8. Contact Us

If you have any questions or concerns about this Privacy Policy, please contact us at:

- **Sam Beckmann Mental Health**
- **Phone:** (360) 836-4254
- **Email:** sam@sbmhealth360.com

Confidentiality

In general, the law protects the confidentiality of all communications between a client and a mental health provider. You may request that information about your therapy be released to others outside of Sam Beckmann Mental Health by completing a written Release of Information (ROI)/ Authorization, these can be revoked at any time.

Under the HIPAA Privacy Practices, what is discussed in sessions is confidential; however, there are a few exceptions including:

There is a risk of imminent danger to yourself or another person, the clinician is ethically bound to take necessary steps to prevent such danger.

There is confirmation or a reasonable suspicion that a child, dependent and/or elderly person is being abused, the clinician is legally required to take steps to protect the individual, and to inform the proper authorities.

A valid court order is issued for medical records, the clinician and the agency are bound by law to comply with such requests. If this clinician needs to appear in court on behalf of the client, this clinician reserves the right to charge the client.

Confidentiality in Public Settings: Depending on the area you reside in, it is possible to see each other in other public settings. In order to protect your confidentiality, I will not acknowledge you first. You are welcome to acknowledge me and introduce me in the way that is most comfortable to you and I will respond.

Confidentiality and social media: In order to protect your confidentiality, I will not: add you, search for you, or message you on social media. Furthermore, it is unethical for me to respond to friend requests or messages from clients on my personal social media accounts.