

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

Notice of Privacy Practices

Effective Date: January 1, 2026

At Throughline Counseling, your privacy is important. This notice explains how we handle your protected health information (PHI) and your rights under HIPAA and the 2026 Privacy Rule updates.

1. How We Use and Share Your Information

We may use or share your PHI for:

- **Treatment:** Providing, coordinating, or managing your care.
- **Payment:** Billing and collecting payment for services, including insurance.
- **Healthcare Operations:** Quality assurance, audits, professional review, and legal compliance.
- **Substance Use Records:** If I receive records protected by federal substance use disorder rules (**42 CFR Part 2**), I will not share them for treatment, payment, or operations without your written consent, except as specifically permitted by law.
- **Legal Proceedings:** Your PHI will **not** be used or shared in any civil, criminal, administrative, or legislative proceedings against you without your written consent or a specific court order.
- **When Required by Law:** Reporting abuse or neglect, complying with court orders, or preventing serious threats to health or safety.
- **Potential for Redisclosure:** Information shared with your authorization may be subject to **redisclosure** by the recipient and may no longer be protected by the HIPAA Privacy Rule.

Other uses require your written authorization. You may revoke an authorization at any time in writing.

2. Your Rights

When it comes to your health information, you have certain rights:

- **See and obtain a copy** of your PHI.
- **Request corrections** to your records.
- **Request limits** on how your information is used or shared.
- **Request confidential communications.**
- **Receive a list** of certain disclosures.
- **Receive a paper copy** of this notice.

3. Our Responsibilities

Throughline Counseling is required by law to maintain the privacy and security of your PHI. We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information. We follow **Oregon laws**, which require specific written authorization before releasing records related to mental health treatment, HIV/AIDS, or genetic testing, unless a specific legal exception applies.

4. Complaints

If you believe your privacy rights have been violated, you may file a complaint with us directly or with the government:

Throughline Counseling:

Louis Radie, LPC

Louis@throughlinecounseling.com | 971-270-0308

U.S. Department of Health and Human Services (OCR):

Web: <https://www.hhs.gov/hipaa/filing-a-complaint/index.html>

Email: OCRComplaint@hhs.gov

Phone: 1-800-368-1019

This notice is available on our website for review at any time.