



William H. Megdal, M.D.
Benjamin E. McCurdy, M.D.
855 King Avenue
Athens GA 30606
(706) 425-2400 Phone
(706) 425-2410 Fax

POLICIES

MEDICAL RECORDS, PRIVACY AND IDENTITY THEFT

MEDICAL RECORDS

A copy of your medical records will be forwarded upon receipt of the proper authorization form(s) and prepayment of *medical record fees* (see Patient Information section.) Please allow 10 business days for request to be processed.

PRIVACY

Our office respects your right to privacy and adheres to the Health Insurance Portability and Accountability Act (HIPAA). Please refer to the *Notice of Privacy Practices* section for more details. If you have any questions or concerns, you may contact our Administrator through the **Contact Us** section of the web site, call or write the office.

IDENTITY THEFT

It is the policy of Athens Spine Center to follow all federal and state laws and reporting requirement regarding identity theft. Specifically, this policy outlines how Athens Spine Center will (1) identify, (2) detect and (3) respond to “red flags.” A “red flag” as defined by this policy includes a pattern, practice, or specific account or record activity that indicates possible identity theft. Pursuant to the existing HIPAA Security Rule, appropriate physical, administrative and technical safeguards will be in place to reasonably safeguard protected health information and sensitive information related to patient identity from any intentional or unintentional use or disclosure.

CONTACT US

We strive to treat our patients professionally and respectfully. If you have a complaint please contact the Administrator at (706) 425-2400 Ext. 203. We encourage your feedback concerning your experience at our office.