



**SACO BAY ORTHOPAEDIC &  
SPORTS PHYSICAL THERAPY, P.A.**

***Privacy Notice***

*In the course of our relationship with you, we collect information about you that is necessary to provide you with quality physical therapy services.*

*This notice from Saco Bay Orthopaedic & Sports Physical Therapy, P.A. describes our privacy practices regarding information about our patients that obtain physical therapy services from our facility.*

***Information We Obtain***

*We collect certain information about you from the following sources:*

- *Information we receive from you on patient information forms, such as your social security number, date of birth, address.*
- *Information about your problem/condition we are currently treating or treated you for in the past.*

***Information We Disclose and Do Not Disclose***

- *We collect information necessary to bill your insurance company and to effectively treat your condition/problem.*
- *We do not disclose any nonpublic personal information you, as our patient or former patient, except as described in this notice.*
- *We will not disclose information unless a medical records release is signed.*
- *We are permitted to disclose personal health information (1) to process your transaction with us, for instance, to determine eligibility for coverage, to process claims or to prevent fraud; (2) with your written authorization, and (3) as otherwise permitted by law.*

***Security***

*We restrict access to personal information about you to those individuals, such as our employees and agents, who provide you with our products and services. We require those individuals to whom we permit access to your patient information to protect it and keep it confidential. We maintain physical, electronic, and procedural safeguards that comply with applicable regulatory standards to guard your nonpublic personal information.*

***Any Questions?***

*This notice is required by federal law. If you would like additional information about these federal laws, please contact: Saco Bay Orthopaedic & Sports Physical Therapy, PA*

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Saco • South Portland • Kennebunk • Standish • York • Windham • Scarborough • Bridgton

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