

Gifted with Purpose Counseling & Therapy

Notice of Privacy Practices

Effective Date: August 23, 2026

Your Information. Your Rights. Our Responsibilities.

Gifted with Purpose Counseling & Therapy is committed to protecting the privacy and confidentiality of your protected health information (PHI).

This Notice of Privacy Practices explains how we may use and disclose your health information, your rights regarding your information, and our responsibilities under applicable privacy laws, including the Health Insurance Portability and Accountability Act (HIPAA).

Your Privacy Rights

You have the right to:

Access Your Records

You may request a copy of your medical or mental health records in electronic or paper form, as permitted by law.

Request a Correction

You may ask us to correct information that you believe is inaccurate or incomplete. If we deny your request, we will provide an explanation in writing as required by law.

Request Confidential Communications

You may ask us to contact you in a specific way or at a particular location. We will consider reasonable requests.

Request Restrictions

You may ask us to limit how we use or disclose your health information. We are not required to agree to every request.

Request an Accounting of Disclosures

You may request a list of certain disclosures of your health information, subject to applicable legal exceptions.

Receive a Copy of This Notice

You may request a paper copy of this Notice of Privacy Practices at any time, even if you have agreed to receive it electronically.

Choose Someone to Act for You

If you have a legally authorized personal representative, that individual may exercise certain privacy rights on your behalf as permitted by law.

File a Complaint

If you believe your privacy rights have been violated, you may file a complaint with Gifted with Purpose Counseling & Therapy or with the U.S. Department of Health and Human Services Office for Civil Rights. We will not retaliate against you for filing a complaint.

How We May Use and Disclose Your Health Information

We may use or disclose your PHI for purposes permitted or required by law, including:

Treatment

We may use or disclose information to provide, coordinate, or manage your counseling and behavioral health treatment.

Payment

We may use or disclose information to bill for services, obtain payment, determine insurance eligibility or coverage, and complete related billing activities.

Health Care Operations

We may use and disclose PHI for activities necessary to operate our practice, including quality improvement, care coordination, credentialing, auditing, compliance, and business management.

Required by Law

We may disclose information when federal, state, or local law requires us to do so.

Health and Safety

We may disclose information when permitted or required to protect public health or to prevent or lessen a serious and imminent threat to a person's health or safety.

Abuse, Neglect, or Domestic Violence

We may disclose information when required or permitted by law to report suspected abuse, neglect, or domestic violence.

Legal Proceedings

We may disclose PHI in response to certain court orders, administrative proceedings, subpoenas, or other legally valid processes when permitted by law.

Law Enforcement

We may disclose information to law enforcement when permitted or required by applicable law.

Workers' Compensation

We may disclose information as authorized by workers' compensation laws.

Uses and Disclosures Requiring Your Written Authorization

Certain uses and disclosures generally require your written authorization, including:

- Most uses and disclosures of psychotherapy notes
- Marketing purposes
- The sale of protected health information

You may revoke an authorization in writing at any time, except to the extent we have already relied upon the authorization.

Mental Health and Substance Use Information

Mental health and substance use information may receive additional protections under federal and state law.

If Gifted with Purpose Counseling & Therapy creates or maintains records that are subject to the federal Substance Use Disorder Confidentiality regulations under **42 CFR Part 2**, those records will be handled in accordance with the additional privacy requirements that apply to Part 2 records.

Your Choices About Certain Disclosures

When permitted or required by law, you may have choices regarding whether certain information is shared with family members, close friends, or others involved in your care or payment for your care.

You may also request confidential communication methods, such as requesting that we contact you at a particular telephone number, email address, or mailing address.

Our Responsibilities

Gifted with Purpose Counseling & Therapy is required by law to:

- Maintain the privacy and security of your protected health information.
- Provide you with this Notice describing our privacy practices.
- Notify you as required by law if a breach occurs that may have compromised the privacy or security of your information.
- Follow the privacy practices described in this Notice while it is in effect.
- Obtain your written authorization for uses and disclosures when authorization is required by law.

We reserve the right to change this Notice. Any revised Notice will apply to information we already maintain and information we receive in the future to the extent permitted by law.

The most current version of this Notice will be made available on our website and upon request.

Questions or Privacy Concerns

If you have questions about this Notice or believe your privacy rights have been violated, please contact:

Gifted with Purpose Counseling & Therapy

Privacy Officer: Breyonne Coston, LCSW _____

Phone: _580-408-3712_____

Email: _Breyonne.coston@giftedwithpurpose.org_____

Mailing Address: __5 NW 16th Street Lawton, OK 73507_____

Website: _____

You may also file a complaint with the:

**U.S. Department of Health and Human Services
Office for Civil Rights**

You will not be retaliated against for filing a privacy complaint.

Effective Date

This Notice of Privacy Practices is effective August 23, 2026.

This Notice is intended to provide the information required by applicable federal privacy laws. Gifted with Purpose Counseling & Therapy will update this Notice when required by law or when material changes are made to our privacy practices.