

NOTICE OF PRIVACY PRACTICES

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.

Practice Name: **Psalm 139 Counseling**

Provider: **Veronica Farrar**

Address: 8105 Rasor Boulevard, Suite 148, Plano, TX 75024

Phone: (972) 249-5700 Email: hello@psalm139counseling.com

Effective Date: August 23, 2026

Our Commitment to Your Privacy

We are required by law to maintain the privacy of your protected health information ("PHI") and to provide you with this Notice of our legal duties and privacy practices with respect to your PHI. We are also required to notify you following a breach of your unsecured PHI. We must follow the terms of this Notice while it is in effect. This Notice takes effect on the date listed above and will remain in effect until we replace it.

How We May Use and Disclose Your Health Information

We may use and disclose your PHI for the following purposes without your written authorization:

- **Treatment:** To provide, coordinate, or manage your mental health care and related services, including consultation with other treating providers when appropriate.
- **Payment:** To bill and collect payment for services provided to you, including verifying insurance coverage or submitting claims.
- **Health Care Operations:** For activities such as quality assessment, licensing, and business management functions of the practice.
- **As Required by Law:** We will disclose PHI when required to do so by federal, state, or local law, including reporting of abuse, neglect, or domestic violence, and in response to court orders or legal proceedings.
- **Health and Safety:** We may disclose PHI to prevent or lessen a serious and imminent threat to your health or safety, or the health or safety of others, consistent with applicable law and professional ethical standards.

Special Protections for Psychotherapy Notes

If we maintain separate psychotherapy notes, these receive additional protection under law. In most cases, we must obtain your specific written authorization before using or disclosing psychotherapy notes, even for treatment, payment, or health care operations purposes not involving you directly.

Uses and Disclosures Requiring Your Written Authorization

Other than the situations described above, we will not use or disclose your PHI without your written authorization. This includes most uses and disclosures of psychotherapy notes, uses for marketing purposes, and disclosures that constitute a sale of PHI. You may revoke a prior authorization, in writing, at any time, except to the extent we have already relied on it.

Your Rights Regarding Your Health Information

- Right to Request Restrictions: You may ask us to limit how we use or disclose your PHI. We are not required to agree, except in certain circumstances involving disclosures to health plans for services you paid for in full out of pocket.
- Right to Request Confidential Communications: You may ask us to communicate with you in a certain way or at a certain location.
- Right to Inspect and Copy: You may request to inspect and receive a copy of your PHI, with limited exceptions (such as certain psychotherapy notes).
- Right to Amend: You may ask us to amend your PHI if you believe it is incorrect or incomplete.
- Right to an Accounting of Disclosures: You may request a list of certain disclosures we have made of your PHI.
- Right to a Paper Copy: You may request a paper copy of this Notice at any time, even if you agreed to receive it electronically.
- Right to File a Complaint: If you believe your privacy rights have been violated, you may file a complaint with us or with the U.S. Department of Health and Human Services. You will not be retaliated against for filing a complaint.

Changes to This Notice

We reserve the right to change this Notice and to make the revised or changed Notice effective for PHI we already have as well as any information we receive in the future. We will post a copy of the current Notice on our website and provide a copy upon request.

Contact Information

If you have questions about this Notice or wish to exercise any of your rights, please contact:

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