



IMPERIAL COUNTY
Behavioral Health Services
MENTAL HEALTH & SUBSTANCE USE RECOVERY

Notice of Privacy Practices

***This Notice Describes How Medical
Informatic*** ***Used and Disclosed and How you***

Effective Date: February 17, 2010
Revised 5/2025

***This Notice Describes How
Medical Information About
you May be Used and Disclosed[#]
and How you Can get Access to
this Information***

Understanding Your Health Records/Information

Each time you visit Imperial County Behavioral Health Services, a record of your visit is made. Typically, this record contains your symptoms, examination and test results, diagnosis, treatment, and plan for future care or treatment. This information, often referred to as your health or medical record, services as a:

Basis for planning your care and treatment,

Means of communication among the many health professionals who contribute to your care,

Legal document describing the care you received,

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other relative, close personal friend or any other person you identify, health information relevant to that person's involvement in your care or payment related to your care.

USES AND DISCLOSURES THAT REQUIRE YOUR AUTHORIZATION

Psychotherapy Notes:

We must obtain an authorization for any use or disclosure of
psychotherapy notes,
except to carry out treatment,
payment, or health care
operations.

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Marketing: We must obtain an
authorization for any use or

communication made by a covered entity to an individual or a promotional gift of nominal value provided by the covered entity.

Sale of Protected Health Information:

We must obtain an authorization for any disclosure of PHI which is a sale of PHI.

If you choose to sign an authorization to disclose information, you can later revoke that authorization to stop any further uses and disclosures. This will not affect information that has already been shared.

For More Information or to Report a Problem

Requests for additional
information, concerns about
our privacy practices or
complaints should be directed to
the Privacy Officer at:

(442) 265-1565

Icbhsprivacyocr@co.imperial.ca.
us

You may also file a written
complaint
with the Office for Civil Rights,
U.S.

Department of Health and
Human
Services.

You may send your
complaint to

U.S. Department of Health and
Human Services
Office for Civil Rights
Attention: Regional Manager
50 United Nations Plaza, Room
322
San Francisco, CA 94102
1 (800) 368-1019

**There will be no retaliation
against you for filing a
complaint.**

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