

SOLARA MENTAL HEALTH

PATIENT NOTICE OF PRIVACY PRACTICES

Effective Date: June 1, 2012

Updated: January 14, 2026

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.

WHO WILL FOLLOW THIS NOTICE

This notice describes our practices and that of:

- Any health care professional authorized to enter information into your medical chart
- All departments, units of Solara Mental Health
- All employees, staff and other Solara Mental Health personnel

All the above entities, sites and locations follow the terms of this notice. One privacy notice is provided to you for all services provided at Solara Mental Health. However, medical staff may be independent practitioners. In addition, these entities, sites and locations may share medical information with each other for treatment, payment, or health care operations purposes described in this notice.

OUR PLEDGE REGARDING MEDICAL INFORMATION

We understand that medical information about you and your health is personal. We are committed to protecting medical information about you. We create a record of the care and services you receive at Solara Mental Health. We need this record to provide you with quality care and to comply with certain legal requirements.

This notice applies to all of the records of your care generated by Solara Mental Health staff or your physician. If you have personal doctors, they may have different policies or notices regarding the use and disclosure of your medical information created in their offices or clinics.

We are required by law to:

- Make sure that medical information that identifies you is kept private (with certain exceptions)
- Give you this notice of our legal duties and privacy practices with respect to medical

information about you

- Follow the terms of the notice that is currently in effect

HOW WE MAY USE AND DISCLOSE MEDICAL INFORMATION ABOUT YOU

For Treatment

We may use medical information about you to provide you with medical treatment or services. We may disclose medical information to doctors, nurses, technicians, medical students, or other personnel involved in your care.

For Payment

We may use and disclose medical information so that the treatment and services you receive may be billed to and payment may be collected from you, an insurance company, or a third party.

For Health Care Operations

We may use and disclose medical information for health care operations. These uses and disclosures are necessary to run Solara Mental Health and make sure that all patients receive quality care.

Notification and Communication With Family

We may disclose your health information to notify or assist in notifying a family member or person responsible for your care about your condition or location, unless you instruct us otherwise.

Appointment Reminders

We may use and disclose medical information to contact you as a reminder of an appointment.

Treatment Alternatives

We may use and disclose medical information to tell you about possible treatment options or alternatives.

Health-Related Products and Services

We may use and disclose medical information to inform you about health-related products or services that may be of interest to you.

As Required By Law

We will disclose medical information about you when required by federal, state, or local law.

To Avert a Serious Threat to Health or Safety

We may use and disclose medical information when necessary to prevent a serious threat to

health or safety.

SPECIAL SITUATIONS

Military and Veterans

If you are a member of the armed forces, we may release medical information as required by military authorities.

Psychotherapy Notes

We will not use or disclose psychotherapy notes without your written authorization except as permitted by law.

Workers' Compensation

We may release medical information for Workers' Compensation or similar programs.

Public Health Risks

We may disclose medical information for public health activities including reporting disease, abuse, neglect, or other required public health matters.

Health Oversight Activities

We may disclose medical information to a health oversight agency for audits, investigations, inspections, and licensure.

Lawsuits and Disputes

If you are involved in a lawsuit or dispute, we may disclose medical information in response to a court or administrative order.

Law Enforcement

We may release medical information if requested by law enforcement under lawful circumstances.

National Security and Intelligence Activities

We may release medical information to authorized federal officials for national security purposes.

Inmates

If you are an inmate, we may release medical information to correctional institutions when necessary.

YOUR RIGHTS REGARDING MEDICAL INFORMATION ABOUT YOU

You have the right to:

- Inspect and obtain a copy of your medical record

- Request an amendment to your medical record
- Request an accounting of disclosures
- Request restrictions on certain uses and disclosures
- Request confidential communications
- Receive a paper copy of this notice

CHANGES TO THIS NOTICE

Solara Mental Health reserves the right to change this notice and make the revised notice effective for all medical information we maintain.

COMPLAINTS

If you believe your privacy rights have been violated, you may file a complaint with Solara Mental Health or with the Secretary of the Department of Health and Human Services. You will not be penalized for filing a complaint.

OTHER USES OF MEDICAL INFORMATION

Other uses and disclosures not covered by this notice will be made only with your written authorization. You may revoke your authorization in writing at any time.