



101 Drake Lane Milford, PA 18337
Ph. 570-409-9500 Fax 570-409-9505
Dr. Christopher Schmidt, DC
Dr. Jessica Kovalchik, DC

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.

Uses and Disclosures

Treatment: Your health information may be used by staff members or disclosed to other health care professionals for the purpose of evaluating your health, diagnosing medical conditions, and providing treatment. For example, laboratory test results will be available in your medical record to health professionals involved in your care.

Payment: Your health information may be used to seek payment from your health plan, other insurers (e.g., auto insurance), or from payment processors you use (e.g., credit card companies). This may include information such as dates of service, services provided, and diagnoses.

Health Care Operations: Your health information may be used as necessary to support the day-to-day operations and management of Advanced Chiropractic of Milford. For example, service records may be used in budgeting, quality assurance, or compliance reporting.

Law Enforcement: We may disclose health information when required to support audits, inspections, law enforcement investigations, or mandated government reporting.

Public Health Reporting: Health information may be disclosed to public health authorities as required by law. For example, we are required to report certain communicable diseases to the state's public health department.

Other Uses and Disclosures Require Your Authorization

Disclosure of your health information for purposes not outlined above will only occur with your specific written authorization. If you later change your mind, you may submit a written revocation, though this will not undo any use or disclosure made prior to the revocation.

Appointment Reminders: We may use your information to send you reminders of upcoming appointments.

Your Rights Under HIPAA

You have specific rights under federal law, including:

- The right to request limits on how we use and share your information
- The right to request confidential communications
- The right to inspect and request a copy of your health record, including electronic records (per the 21st Century Cures Act)
- The right to request corrections to your record
- The right to receive a list of certain disclosures we have made
- The right to receive a printed copy of this notice at any time

Our Responsibilities

Advanced Chiropractic of Milford is required by law to:

- Maintain the privacy of your health information
- Provide you with this notice of our legal duties and privacy practices
- Follow the terms of the current version of this notice

Changes to This Notice

We reserve the right to change our privacy practices and this notice at any time, as allowed by law. Updates may reflect changes in federal or state regulations. You may request the most recent version at any visit, and revised practices will apply to all records we maintain.

Requesting Access to Your Health Information

You may request to inspect or receive a copy of your health information. Requests must be made in writing using a form available from our front desk. Requests will be reviewed and approved unless there are legal or medical reasons to deny them.

Complaints

If you believe your privacy rights have been violated, you may submit a written complaint to:

Melanie Coronato, Office Manager
Advanced Chiropractic of Milford
101 Drake Lane
Milford, PA 18337

You will not face retaliation or penalties for filing a complaint.

Contact for More Information

For questions or additional information about our privacy practices, please contact:

Melanie Coronato, Compliance Officer
Advanced Chiropractic of Milford
101 Drake Lane
Milford, PA 18337

Effective Date

This notice is effective as of May 5, 2025.