

Privacy Policy for Wooster Family Dental

Effective Date: 11/21/24

At Wooster Family Dental, your privacy is important to us. We are committed to protecting your personal and health information. This Privacy Policy outlines how we collect, use, disclose, and safeguard your information in compliance with applicable laws, including the Health Insurance Portability and Accountability Act (HIPAA).

Information We Collect

We may collect the following types of information:

1. Personal Information:

- Name, address, phone number, email address, date of birth.

2. Health Information:

- Medical history, dental records, treatment plans, x-rays, and insurance information.

3. Payment Information:

- Credit card details, billing address, and insurance claims.

How We Use Your Information

We use your information to:

- Provide dental care services.
- Schedule and manage appointments.
- Communicate with you regarding treatments, reminders, and educational materials.
- Process payments and insurance claims.
- Improve our services and comply with legal obligations.

How We Share Your Information

We do not sell or rent your personal information. However, we may share it with:

- **Healthcare Providers:** To coordinate your care with other dental or medical professionals.
- **Insurance Companies:** To process claims and obtain pre-approvals.

- **Service Providers:** To perform administrative services (e.g., payment processors, IT support) under strict confidentiality agreements.
- **Legal Authorities:** When required by law, subpoena, or in cases of suspected fraud or abuse.

Your Rights

Under HIPAA and applicable laws, you have the right to:

- Access and receive a copy of your health records.
- Request corrections to your health information.
- Request restrictions on certain uses or disclosures of your information.
- Revoke your consent for certain communications.
- File a complaint if you believe your privacy rights have been violated.

How We Protect Your Information

We implement physical, technical, and administrative safeguards to protect your information against unauthorized access, use, or disclosure. These measures include:

- Encrypted electronic records.
- Secure office and storage areas.
- Staff training on privacy practices.

Cookies and Website Usage

If you use our website, we may collect certain data through cookies to enhance your experience. You can adjust your browser settings to manage cookies.

Changes to This Privacy Policy

We may update this policy periodically. The updated policy will be posted on our website with the effective date.

Contact Us

If you have questions about this Privacy Policy or wish to exercise your rights, please contact us at:

Wooster Family Dental

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