

Notice to Clients – Dreamclinic, Inc. Massage and Acupuncture Privacy Practices

Dreamclinic is dedicated to excellence and integrity for the massage and bodywork profession. Our licensed massage therapists (LMPs), licensed acupuncturists (LAc) and staff are expected to follow appropriate professional standards for maintaining client confidentiality. Our confidentiality and privacy practices are as follow:

Client Records

Client records are maintained in a confidential manner, kept in a file folder which is to be secured in a locked file when not in use by the LMP, LAc or being reviewed by Dreamclinic, Inc. staff for administrative purposes.

Client Rights

Clients may request, in writing to see or obtain a copy of their records. The client may request that corrections be made if they identify errors or mistakes. Access to records will be made during regular business hours within 30 days of receipt of written request and a fee may be charged for copying and sending requested records. Requested records are sent standard US Mail unless the client requests they are sent via express mail (at client's expense). Records are not available by email.

Use of Records

Dreamclinic, Inc. LMPs and LAc maintain client records. No records are released without the written authorization of the client unless compelled by law. LMPs and LAc use client records when providing massage and acupuncture services to individual clients. Client records may be discussed and reviewed by Dreamclinic, Inc. staff for insurance purposes or treatment planning.

Disclosure of Records

All Dreamclinic, Inc. LMPs and LAc are provided access to client records since the client may be seeing more than one therapist. At no time are client records and information released to anyone outside of Dreamclinic, Inc. without written request and release from the client unless compelled by law (such as subpoenas), or for insurance billing.

Privacy Officer Contact Information

Larisa Goldin, LMP and President
Dreamclinic, Inc.
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206.267.0863
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I (please print) _____ have received, read and understand this privacy policy as it relates to receiving massage from a Dreamclinic LMP or an acupuncture treatment from a Dreamclinic LAc.

Client Signature _____ Date _____