

CLIENT RIGHTS & NOTICE OF PRIVACY PRACTICES

Lummi Indian Business Council

Office of the Lummi Behavioral Health Division

2665 Kwina Road Suite 1600 ~ Bellingham, WA 98226 (360)-312-2019 (main)~(360)-380-6976 (fax)

est-otel silheng-otel ~ Pulling Together Standing Together

Understanding Your Health Information and Record

Your counselor will create records about your counseling process. These records are personal and sensitive. They should be properly documented, stored, retained and released only under specific circumstances. Your counselor has a clear procedure that ensures confidentiality of your records. You have the right to expect that anything you tell your counselor will be held in confidence with just a very few exceptions:

- If you are involved in a civil or criminal lawsuit, a judge can order your file be turned over to the court
- If you make statements that a child, elderly, or disable person has been abused or neglected, the law requires your counselor to report that information to the appropriate authorities
- If you make statements that indicate you intend to harm yourself or others, you counselor may report that information to the appropriate authorities
- If needed for insurance or payment purposes

There may be circumstances, such as inquires from your insurance company, or a need for your counselor to consult with other healthcare providers, caseworkers, agencies, or legal representatives, where your health information would be shared. You will be asked to sign an authorization about your treatment.

- Your authorization is voluntary
- You have a right to revoke this authorization verbally or in writing at any time

Prior to signing this authorization; you should be informed of the reason for such disclosure and are encouraged to ask questions about anything that is unclear to you.

Your health Information Rights...

Although your health record is a physical property of the Lummi Behavioral Division, the information belongs to you.

You have the right:

- To be treated with respect, dignity, and privacy;
- To develop a plan of care & services which meets your unique needs;
- To be reasonably accommodated in case of sensory or physical disability, limited ability to communicate, English proficiency, and cultural differences;
- To refuse any proposed treatment consistent with the requirements in chapter 71.05 and 71.34 RCW;
- To receive care which does not discriminate against you, and is sensitive to your gender, race, national origin, language, age, disability, and sexual orientation;
- To be free of any sexual harassment; exploitation, including physical and financial exploitation;
- To review your clinical record in the presence of the administrator or designee & be given an opportunity to request amendments or corrections;
- Receive an explanation of all medications prescribed (if applicable), including expected effect and possible side effects;
- To confidentiality, as described in chapters 70.02, 71.05, and 71.34 RCW and regulations;
- To all research concerning consumers whose cost of care is publicly funded must be done in accordance with all applicable laws, state WAC requirements and Lummi Indian Business Council Institution Review Board;
- To make an advance directive, stating your choices and preferences regarding your physical and mental health treatment in the event you are unable to make informed decisions;

- To appeal any denial, termination, suspension, or reduction of services and to continue to receive services at least until your appeal is heard by a fair hearing judge;
- If you are Medicaid eligible you may receive all services which are medically necessary to meet your care needs. In the event that there is a disagreement, you have the right to a second opinion from your provider within LIBC Office of the Tribal Liaison for Medicaid & Medicare services about what services are medically necessary;
- Have written information, before entering therapy regarding fees, method of payment and Medicaid or insurance coverage;
- To lodge a complaint with the provider and/or the Lummi Indian Business Council if you believe our rights have been violated. If you lodge a complaint or grievance, you must be free of any act of retaliation. At your request you can receive assistance in filing a grievance through LIBC;
- To report immoral & illegal behavior by a therapist;
- To ask for an receive information about the therapist qualifications (counselor disclosure), including his/her license, education, training, experience, membership in professional groups, special areas of practice, and limits on practice;
- To refuse to answer any questions or give any information you choose not to answer or give;
- To know if your therapist will discuss your care with others (supervisors, consultants, or students); Ask the therapist to inform you or your progress;
- The right of religious accommodation while in treatment and have family members participate in care decisions

Lummi Behavioral Health Division responsibilities required by law:

Maintain the privacy and security of your protected health information.

1. Inform you about your privacy.
2. Notify you if we are unable to agree to requested restriction.
3. Accommodate reasonable requests to communicate health information by alternative means or at alternative locations.

Lummi Behavioral Health Division will not use or disclose your health information without permission, except as permitted by the Privacy Act and HIPAA.

To exercise rights under this notice, to ask for more information, to report a problem, or to file a grievance contact the Lummi Behavioral Health Director in writing at:

Lummi Behavioral Health Division
2665 Kwina Road Suite: 1600
Bellingham WA 98226

If you believe your privacy rights have been violated, you may file a written complaint with the above individual or contact the Secretary of Health and Human Services, U.S. Department of Health and Human Services, Washington, D. C. 20201. There will be no retaliation for filing a complaint.

Lummi Behavioral Health Division
Monday-Friday 8:00-4:30
Phone: (360) 312-2019
Fax: (360) 380-6976

In case of an EMERGENCY call 911

For a Mental Health Crisis you can also call 1-800-584-3578 a 24/7 Crisis Line