

## PRIVACY DISCLOSURE INFORMATION

The Intensive Outpatient Program at Novant Health UVA Health System Prince William Medical Center adheres to the Federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

We wish to provide you with a safe confidential setting where your Personal Health Information is only released with your written consent and the consent of your provider

We would like to have you complete the following items to ensure your privacy and confidentiality

- I would like to be called at this number \_\_\_\_\_ for messages from The Intensive Outpatient Program Staff.
- I would like any written correspondence or billing correspondence sent to this address.  
\_\_\_\_\_
- This address is different from my home address.

When treatment has terminated (completion / non compliance), a discharge summary is completed. If you are not present to receive the discharge summary, you may call 703-369-8404 to have a copy made available to you. It will be necessary to complete a consent to release information and to show positive proof of identification to receive the discharge summary. Please note programming hours carefully. If you miss or reschedule an appointment without the 24 hour advance notice, you can be subject to a missed session charge. The charges are as follows:

Missed IOP Evaluation Appt. with Therapist:	\$100.00
Missed IOP session:	\$ 50.00 per night

Keep in mind that insurance companies do not pay for missed sessions and they will be billed to you. Should you change your contact information it is your responsibility to notify IOP staff with your updated information.

Patient's Signature	Date/Time	Witness Signature	Date/Time
Signature of Authorized Person	Date/Time	Relationship to Patient	
Healthcare Provider Signature	Date/Time		

If limited English proficient or hearing impaired, offer interpreter at no additional cost:

Interpreter Accepted \_\_\_\_\_  Interpreter Refused

(Name/Number of Person/Services Chosen/Used)



### Intensive Outpatient Privacy Disclosure