



15644 Pomerado Road Suite 303  
Poway, California 92064  
Phone/Text: 858-726-2614  
Fax: 858-312-1130  
[tech@puresciencerox.com](mailto:tech@puresciencerox.com)  
[www.puresciencerox.com](http://www.puresciencerox.com)

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## **Patient Health Information Privacy Notice**

Please note that we maintain paper & electronic files that may contain private information about you that may include, but are not limited to your name, address, phone number, contact person, height & weight, diagnosis, prognosis, physician(s), prescriptions, plans of service & treatment, vital signs & other clinical impressions, insurance coverage(s), equipment rented & purchased from us, credit card number(s), dates of service, etc.

We release, transfer & disclose the above information to, third parties to facilitate appropriate provision & review of services & billing for our clients of record. These files are legal documents & are also used for education, evaluating the performance of our organization & planning purposes,

We have measures in place to protect patient health information as required by law. These measures include, but are not limited to, security- precautions being in place in our buildings, vehicles, billing software, transactions with government entities, vendors, consultants, surveyors, your family or appointed representative & other appropriate parties, transmission of data to third-parties, telephonic & wireless communications, maintenance, retention & destruction of data, etc.

You have the right to amend, retract, revoke consent to release, examine or obtain copies of the data that we have in your file & have released to others upon request. If you have questions concerning any of the above, please contact our Privacy Officer, Mark Sangree at 1-858-726-2614.

Effective 01101103.