

HIPAA Compliance Policy - Wellness Collective

Effective Date: July 23, 2025

Last Reviewed: July 23, 2025

Your Privacy Matters

At Wellness Collective, protecting your privacy is not just a legal requirement - it's a core part of our mission. We are fully compliant with the Health Insurance Portability and Accountability Act (HIPAA) and all applicable state and federal privacy laws. This policy outlines how we protect your health information, your rights as a patient, and what you can expect from us.

How We Protect Your Health Information

- **Electronic security:** Your records are stored in encrypted, password-protected systems.
- **Physical safeguards:** Paper records (if any) are kept in locked storage accessible only to authorized staff.
- **Employee training:** All team members are trained annually on HIPAA rules and patient privacy best practices.
- **Access controls:** Only authorized personnel may view or handle your health information.

How Your Information May Be Used or Disclosed

We may use and share your Protected Health Information (PHI) for:

- **Treatment:** Coordinating care with other providers
- **Payment:** Submitting claims to your insurance
- **Healthcare operations:** Quality improvement or internal audits
- **Legal requirements:** Public health reporting or court orders

We will never sell your information or share it for marketing without your explicit written consent.

Your Rights as a Patient

You have the right to:

- Get a copy of your health records
- Request corrections to your records

- Limit how your information is used or disclosed
- Request confidential communications (e.g., alternate phone number or mailing address)
- File a complaint if you believe your rights were violated

To exercise these rights, contact us at:

Phone: 725-525-7166

Email: info@wellnesscollectivelv.com

Address: 5510 S Fort Apache Road

Suite 450

Las Vegas, NV, 89148

Complaints and Concerns

If you believe your privacy rights have been violated, you can file a complaint with:

Kelli Gandy, HIPAA Compliance Officer

Email: info@wellnesscollectivelv.com

Phone: 725-525-7166

Or directly to the U.S. Department of Health and Human Services:

<https://www.hhs.gov/hipaa/filing-a-complaint/index.html>

We will not retaliate against you for filing a complaint.

Updates to This Policy

We may update this policy periodically to reflect changes in law or our practices. The most current version will always be posted in our office and on our website.