

Notice of Privacy Practices

Sacred Dust Counseling, PLLC

Privacy Officer: Lindsey Wade, MA, LCMHCA

Email: lindsey.wade.nc@gmail.com

Mailing address and phone number available upon request

Effective Date: [Insert Date]

Your privacy and trust are essential to the work we do together. This notice explains how your protected health information (PHI) may be used and shared, and your rights regarding that information.

How Your Information May Be Used and Shared

Your health information may be used or disclosed for the following purposes:

- **Treatment:** To coordinate and provide your care.
- **Payment:** To obtain payment for services (if applicable).
- **Healthcare Operations:** For business functions such as scheduling, quality improvement, or supervision.

Your information may also be disclosed when required by law (e.g., risk of harm, abuse reporting, court orders, or public health requirements).

Electronic Communications

Sacred Dust Counseling provides telehealth and may communicate via secure electronic platforms. Email and text communication are used primarily for scheduling or administrative purposes. Please note that unencrypted email may not be fully secure; you may request alternative communication methods.

Your Rights

You have the right to:

- Access and request a copy of your records
- Request corrections to your records

- Ask for limits on how your information is used or shared
- Receive an accounting of disclosures
- Receive this notice electronically or in paper form

Questions or Concerns

If you have concerns or believe your privacy rights have been violated, contact the Privacy Officer at **lindsey.wade.nc@gmail.com**.

You may also file a complaint with the U.S. Department of Health and Human Services (HHS) Office for Civil Rights. No retaliation will occur for filing a complaint.