

PATIENT'S RIGHTS AND RESPONSIBILITIES

Statement of Patient Rights

- *Patients have the right to be treated with dignity and respect.
- *Patients have the right to fair treatment regardless of race, religion, gender, ethnicity, age, disability or source of payment.
- *Patients have the right to have their treatment and other information kept private.
- *Only in life-threatening situations or if required by law, can records be released without a signed consent from patients.
- *Patients have the right to information from staff/providers in language they can understand.
- *Patients have the right to an easy to understand explanation of their condition and treatment.
- *Patients have the right to know all about their treatment choices regardless of cost coverage.
- *Patients have the right to get information about services offered by their providers and patient role in the treatment process.
- *Patients have the right to request professional information about their provider.
- *Patients have the right to know the clinical guidelines used in providing and/or managing their care.
- *Patients have the right to provide suggestions on office policies and procedures.
- *Patients have the right to complain and to know about their complaint, grievance and appeals process.
- *Patients have the right to know State and Federal laws governing their rights and responsibilities.
- *Patients have the right to participate in the formation of their plan of care.

Statement of Patient Responsibilities

- *Patients are responsible for providing their medical provider with information needed to deliver quality care.
- *Patients are responsible for informing their provider when/if their treatment plan is no longer effective.
- *Patients are responsible to follow their treatment plans and to inform their provider of any changes to the treatment plan made by other providers including any changes in their medications.
- *Patients are responsible for reviewing their care and treatment plans continuously and reporting effectiveness or ineffectiveness of the care plan to their provider.
- *Patients are responsible for treating those giving them care with dignity and respect.
- *Patients should not be involved in any conscious behavior that could endanger the safety of their provider, office staff or other patients.
- *Patients are responsible for keeping their appointments, arriving on time and notifying the office of any cancellation at least 24 hours prior to the appointment.
- *Patients are responsible for addressing questions about their care to their provider and ensure understanding of their care and their role in the treatment process.
- *Patients are responsible for notifying their provider of any concerns regarding payment or insurance coverage.

I understand my rights and responsibilities as stated above.

Patient Signature

Date