



We are committed to maintaining the confidentiality, integrity and security of personal information trusted to us by our patients, past, current and prospective. We want you to know how we protect your information and how we use it to preserve your health as well as your privacy. We hope you will take a moment and review our Privacy Policy.

**Dr. Adrian V Pop, OD**

### **YOUR RIGHT TO KNOW**

You have the right to know what we do with the personal and confidential information we collect about you in the normal course of our examination, procedures and discussions, as well as written information, the processing and administering of your insurance programs, if you have insurance to assist in paying for your visual needs. Because we value the integrity of our patient relationships. We want to assure you that we are properly safeguarding this important information.

### **PERSONAL INFORMATION WE COLLECT**

We need accurate, current health information and testing so that we can determine your needs, and provide products to meet your specific needs and treatments. We may collect information from third parties, which may include insurance agencies, or health care providers you may have records with. None of these will be sought without your permission.

### **INFORMATION WE MAY DISCLOSE**

We may share your health information on a confidential basis only with authorized employees, representatives and third parties whose services are required to complete the picture of your visual and often, physical health.

**We will not disclose any non-public personal information about you and any of our patients except as authorized by law, or unless authorized by you.** We will post in our office any material changes made in this Privacy Notice.

### **PROTECTION OF YOUR INFORMATION**

Reasonable care will be taken to keep pertinent records current, complete and accurate. If you see any inaccuracy in your information we would appreciate your assistance in making correction by contacting us. We will protect all information collected about you, and we will restrict access to your non-public personal information by maintaining physical, electronic and procedural safeguards. We will restrict access to protect data only to individuals who must use it in the performance of their job-related duties. Employees who violate our Privacy Policy will be subject to disciplinary action, which may include termination.

If you have any questions or concerns about our Privacy Policy, please contact us in our office at 2501 East Chapman Avenue, Suite 105, Orange CA 92869 (714) 288-8282, Fax (714) 288-8285.

I have read the Privacy Policy notice and agree with its principles.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_