

NOTICE OF PRIVACY PRACTICES

HIPAA Privacy Notice – Cozy Communicators PLLC

Effective Date: 10/2025

At **Cozy Communicators PLLC**, we are committed to protecting your child's health information (PHI) in accordance with HIPAA.

How We Use Your Information

We collect PHI to provide:

- Free consultations to discuss your child's needs
- Speech-language evaluations and therapy sessions
- Telehealth services via HIPAA-compliant platforms (SimplePractice, Zoom Healthcare, Google Meet under Google Workspace BAA)
- Scheduling, billing, and administrative purposes

PHI may include medical history, therapy session notes, assessment results, and information shared during consultations.

Who May Access Your Child's Information

We only share PHI as required or with your consent:

- Other healthcare providers for treatment coordination (with separate consent)
- Parents/legal guardians
- Educational or childcare programs **with signed release and/or BAA**

- When required by law, including:
 - Suspected child abuse or neglect
 - Elder or vulnerable adult abuse or neglect
 - Public health reporting
 - Court orders or legal requirements
 - Health oversight activities (e.g., licensing boards)
 - Workers' compensation claims

PHI is **never sold or used for marketing purposes**.

Telehealth & Electronic Communication

- Teletherapy may be provided via **HIPAA-compliant platforms**: SimplePractice, Zoom Healthcare, Google Meet
 - Phone calls and text messaging may be conducted using **HIPAA-compliant services** (e.g., Spruce)
 - Parents can **opt-in to receive text messages**; opt-out is available anytime
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In Person Therapy Sessions

- Therapy sessions are conducted in private spaces to ensure confidentiality.
- Waiting areas may be shared with other professionals or clients, so conversations in those areas may not be fully private.
- Building staff or other tenants do not have access to client PHI or therapy records.
- If there are any building safety measures such as cameras, they are intended for general safety and are not used to review therapy sessions.

Your Rights

You have the right to:

- Access and obtain copies of your child's PHI
- Request corrections to PHI
- Request restrictions on certain uses or disclosures
- Receive an accounting of disclosures

For more information, visit [HHS HIPAA](https://www.hhs.gov/hipaa) website at [hhs.gov/hippa](https://www.hhs.gov/hipaa)

Questions

If you have questions about this policy or your child's rights, message through our secure patient portal or contact:

Cozy Communicators PLLC

Phone: (360)401-4924

Email: connect@cozycommunicators.com