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DENIAL OF REQUEST TO INSPECT AND COPY PROTECTED HEALTH  
INFORMATION

Patient Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_  
Address: \_\_\_\_\_ M.R. # \_\_\_\_\_  
\_\_\_\_\_

Your request to Inspect and/or Copy Protected Health Information dated \_\_\_\_\_ is hereby denied, in accordance with the Privacy Rule of the Health Insurance Portability and Accountability Act of 1996, for the following reason(s):

\_\_\_\_ No Private Health Information is currently located at this office.

\_\_\_\_ Psychotherapy notes are not required to be released.

\_\_\_\_ Information requested was obtained from another source under an agreement of confidentiality, and your access would likely reveal the source of this information.

\_\_\_\_ A licensed healthcare professional has determined in his/her professional judgment that access to the requested information is reasonably likely to endanger your life or physical safety or the life or physical safety of another person.

\_\_\_\_ A licensed healthcare professional has determined, in the exercise of reasonable judgment, that the requested access is reasonably likely to cause substantial harm to another person.

\_\_\_\_ You are the personal representative of the subject of the requested information, and a licensed healthcare professional has determined, in the exercise of professional judgment, that the requested information should not be provided to you.

\_\_\_\_ Other: \_\_\_\_\_  
\_\_\_\_\_

***You have the right to appeal this denial and have this matter reviewed by another health professional not involved in the original decision. If you choose to have this matter reviewed, please contact our Privacy Officer listed below, with a written request for review. Any complaints may be submitted to our Privacy Officer, or to the US Department of Health and Human Services (HHS). Complaints to the Secretary of HHS must be in writing, with the name of the Practice, a description of the acts/omissions believed to violate the Privacy Rule, and be filed within 180 days of the alleged violation.***

Sincerely,

William Shevin M.D., D.Ht, Privacy Officer

Date: