

Patient Bill of Rights and Responsibilities

Your Rights:

- 1) Patients have the right to accurate and easily-understood information proposed about health care and providers of such care. For patients who speak another language or cannot understand for any reason, help will be given so that the patient can make informed health care decisions.
- 2) Patients have the right to know treatment options and take part in decisions about care. Parents, guardians, family members or others can speak for the patient, if the patient cannot make his or her own decisions.
- 3) Patients have the right to considerate, respectful care from our doctors and office staff and will not be discriminated against.
- 4) Patients have the right to talk privately with health care providers and to have health care information protected.
- 5) Patients have the right to read and copy his or her own medical records and the right to ask the doctor to change the record if it is not correct, relevant or completed.
- 6) Patients have the right to examine and receive a detailed explanation of any medical bill and the right to information regarding financial assistance the facility may offer.

Patient Responsibilities:

- 1) Patients are expected to provide complete and accurate information, including full name, address, home phone number, date of birth, Social Security number and insurance carrier.
- 2) Patients are expected to provide complete and accurate information about their health and medical history, including present condition, past illnesses, hospital stays, medicines, vitamins, herbal products and any other matters that pertain to their health, including perceived safety risks.
- 3) Patients are expected to provide complete and accurate information about his or her health insurance coverage and pay bills in a timely manner.
- 4) Patients have the responsibility to keep appointments, be on time and call the health care provider if the appointment cannot be kept.