Patient Rights and Responsibilities

*You have **RIGHTS** as a patient that include the following:*

You have the right to considerate and respectful care.

You have the right to be well informed about your illness, possible treatments and likely outcomes, and to discuss this information with your doctor. You have the right to know the names and roles of people treating you.

You have the right to consent to or refuse a treatment, as permitted by law, throughout your stay. If you refuse a recommended treatment, you will receive other needed and available care and such refusal will be documented in your medical record.

You have the right to an Advance Directive, such as a Living Will or healthcare proxy. These documents express your choices about your future care or name someone to decide if you cannot speak for yourself. If you have a written Advance Directive, you should provide a copy to the clinic, your family and your doctor.

You have the right to privacy. The clinic, your doctor and others caring for you will protect your privacy as much as possible.

You have the right to expect that treatment records are confidential unless you have given permission to release information or reporting is required or permitted by law. When the clinic releases records to others, such as insurers, it emphasizes that the records are confidential.

You have the right to review your medical records and have the information explained, except when restricted by law.

You have the right to expect that the clinic will give you necessary health services to the best of its ability. Treatment, referral or transfer may be recommended. If transfer is recommended or requested, you will be informed of risks, benefits and alternatives. You will not be transferred until the other institution agrees to accept you.

You have the right to know about clinic guidelines that affect you and your treatment and about charges and payment methods. You have the right to know about the clinic's resources, such as patient representatives that can help you resolve problems and questions about your care.

You have the right to treatment without regard to race, color, creed, national origin, disability, veteran status, sex or age.

*You have **RESPONSIBILITIES** as a patient that include the following:*

You are responsible for reading all permits or consents that you sign. If you do not understand, it is your responsibility to ask the medical provider or staff for clarification.

You are responsible for providing information about your health, including past and present illnesses, hospital stays and use of medication.

You are responsible for carefully following instructions for care and notifying the clinic if you have not followed them.

You are responsible for asking questions when you do not understand information or instructions.

You are responsible for telling your medical provider if you believe you cannot follow through with your treatment.

You are responsible for reporting unexpected changes in your condition to the medical provider responsible for your care.

You are responsible for following the plan of care developed with your healthcare provider. Your family can play an important part in promoting your recovery and there may be times when it may be appropriate to include them in your plan of care.

You are responsible for expressing any concerns regarding your ability to comply with the proposed treatment, and every effort will be made to meet your specific needs and limitations.

You are responsible for understanding the consequences of treatment alternatives and of disagreement with the proposed course of treatment.

You are responsible for providing information for insurance and for working with the clinic to arrange payment when needed. The clinic works to provide care efficiently and fairly to all patients and the community.

You are responsible for recognizing the effect of lifestyle on your personal health. Your health depends not only on our care, but also in the long term, on the decisions you make in your life.

You are responsible for contacting your medical provider if you have any complications.

You are responsible for notifying the clinic administrator if you feel any of your rights have been violated or if you have a significant complaint or suggestion to improve services or the quality of care. This can be done by filling out our patient satisfaction questionnaire or by contacting the clinic administrator.