

# Privacy Policy & Notice of Privacy Practices

## **RISE Wellness & Resource Center, LLC**

7122 S Sheridan Rd, Ste 2 PMB 1066

Phone: 918-236-7889

Email: riseWRC@outlook.com

**Effective Date:** March 17, 2026

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## **Introduction**

RISE Wellness & Resource Center, LLC is committed to protecting your privacy and maintaining the confidentiality of your personal and health information. This notice explains how your information may be used, disclosed, and safeguarded.

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## **Information We Collect**

We may collect personal and health information that you voluntarily provide through:

- Website contact forms
  - Appointment scheduling requests
  - Client portal communications
  - Intake forms and clinical documentation
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## **How Your Information Is Used**

Your information may be used for the following purposes:

- Providing mental health services (treatment)
- Scheduling appointments and communicating with you
- Billing and payment processing
- Healthcare operations, including documentation and coordination of care

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## How Your Information May Be Shared

We may share your information in the following circumstances:

- With your written authorization
- When required by law (e.g., court orders, mandatory reporting of abuse or neglect)
- To prevent or reduce a serious threat to your health or safety or that of others
- With other healthcare providers for coordination of care

We follow the **minimum necessary standard**, meaning only the information needed for a specific purpose is shared.

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## Website & Electronic Communication

Please be aware that communication through this website, including contact forms and email, may not be fully secure.

We recommend that you do not submit sensitive personal or health information through unsecured communication channels.

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## Data Security

We use administrative, technical, and physical safeguards to protect your information. This includes the use of secure, HIPAA-compliant systems for storing and managing health records.

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## Your Rights

You have the right to:

- Request access to your health records
- Request corrections to your information
- Request restrictions on how your information is used or shared
- Request confidential methods of communication
- Receive a copy of this notice

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## **Privacy Officer**

If you have questions about this notice or your privacy rights, please contact:

**Winfred Chiles, LCSW**

Phone: 918-236-7889

Email: [riseWRC@outlook.com](mailto:riseWRC@outlook.com)

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## **Complaints**

If you believe your privacy rights have been violated, you may contact this office directly. You may also file a complaint with the U.S. Department of Health and Human Services, Office for Civil Rights.

You will not be penalized for filing a complaint.

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## **Changes to This Notice**

This notice may be updated from time to time. The most current version will always be available on this website.

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## **Website Use Acknowledgment**

By using this website, you acknowledge that you have reviewed this Notice of Privacy Practices.

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## **Emergency Notice**

This website is not monitored for emergency communication. If you are experiencing a mental health emergency, please call 911 or go to your nearest emergency room.