

Social Security Number Request

We agree that it is wise to limit access to your Social Security number whenever possible. In medical and dental practices, however, your Social Security number is an important and necessary identifier. It will only be used to protect your medical records and used only with strict confidentiality.

- 1) Your Social Security number will not be used as the identification number for your account.
- 2) Your Social Security number will not be transmitted via mail or the internet to any insurance company other than those which require it to file a claim on your behalf.
- 3) Our office strictly adheres to all HIPAA (Health Insurance Protection and Accountability Act), and FDCP (Fair Debt Collection Practices) regulations, and the EPIC (Electronic Privacy Information) Privacy Act.
- 4) Your name and address or Social Security number will not be sold, given out, or made public unless specifically required by law. If necessary, it will be given to our attorney for skip tracing and collection measures, if your account is not paid. Our attorney is considered a "Business Associate" of our practice and as such must comply with the federal "Fair Debt Collection Practices Act" and the "Health Insurance Portability and Accountability Act."

You have the right to refuse to provide us with your Social Security number, but we reserve the right to refuse services to you if you do not provide us with your Social Security number.

Social Security Number of Responsible Party on the Account (Parent or Guardian if patient is under 18 years of age) _____

Signature of Responsible Party on the Account (Parent or Guardian if patient is under 18 years of age) _____ **Date** _____