

Douglas L. Huff, O.D.  
777 South New Ballas Road  
St. Louis, Missouri 63141  
314-997-3833

April 11, 2003

Dear Patient:

Beginning April 14, 2003, health care providers must comply with a new set of federal regulations. These regulations are part of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), which regards your rights to privacy and the handling of Protected Health Information ("PHI").

We have always considered your privacy of the utmost importance. It is and will continue to be our desire to maintain and improve your and your family's eye health while protecting your individual privacy to the best of our ability. I hope and trust that you are receiving your eye care from my office because of the confidence and trust you have in my staff and me to provide you the best possible vision services.

As part of this regulation we are required to give you a Notice of Privacy Practices at the time of, or prior to, providing healthcare services. We are also required to ask you to sign an acknowledgement stating that you have received our Notice of Privacy Practices.

Please read the attached Notice of Privacy Practices and sign the Acknowledgement below.

If you have any questions regarding this letter of Notice, please feel free to contact us.

Sincerely,

Douglas L. Huff, O.D.

---

***Signing this document signifies that you have received a copy of our Notice of Privacy Practices.***

**I acknowledge that I have received the *Notice of Privacy Practices* from Douglas L. Huff, O.D.**

---

Signature

Date

---

Print Name

Date of Birth

If signing as a personal representative of the patient, describe the relationship to the patient.

---