

Notice of Privacy Practices

Effective Date: October 26, 2025

FaceFirst Myofunctional Therapy, LLC

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Your Privacy Matters to Us

At FaceFirst Myofunctional Therapy, your privacy and trust are very important to us. This Notice of Privacy Practices explains how we collect, use, and protect your personal health information. We follow all HIPAA regulations to keep your information safe and confidential.

Information We Collect

When you become a patient, we may collect information such as:

- Your contact details (name, address, phone number, email)
- Your health history and medical background related to breathing, sleep, oral habits, and posture
- Photos, videos, or progress images used to track treatment outcomes
- Session notes, exercise logs, and communications through our secure platform (SimplePractice)
- Payment and billing information

How We Use Your Information

Your information helps us provide the best care possible. We use it to:

- Plan and deliver your therapy
- Coordinate care with your referring dentist, physician, or other healthcare providers (with your consent)
- Process payments for services
- Manage business operations, quality improvement, and record keeping
- Send appointment reminders or secure messages through SimplePractice

We will **never sell, rent, or share your personal information** for marketing purposes.

Your Rights

You have the right to:

- **Access** your records — You can request a copy of your health information.
- **Request corrections** if you believe something is inaccurate or incomplete.
- **Limit sharing** — You can ask us not to share certain information, though some disclosures are required by law.
- **Confidential communication** — You may request that we contact you at a specific address, phone number, or email.
- **Receive a copy** of this privacy notice at any time.

To exercise any of these rights, simply email or call us using the contact information above.

Our Responsibilities

We are legally required to:

- Keep your health information private and secure
- Notify you if your information is ever involved in a data breach
- Provide you with this notice and follow the privacy practices described here

If our privacy policies change, we'll update this page and the effective date above.

Telehealth and Technology

We use **SimplePractice**, a HIPAA-compliant platform, for telehealth sessions, secure messaging, and document sharing. Any video recordings or progress photos are stored securely and used only for clinical and educational purposes within your care plan.

Disclosures Without Authorization

We may share information only when required by law, such as:

- To comply with a court order or legal request
- To protect your safety or the safety of others
- For public health or reporting purposes (rare and limited circumstances)

Questions or Concerns

If you have questions or believe your privacy rights have been violated, please contact us directly:

Brenda@FaceFirstMyo.com
919-726-8822

You may also file a complaint with the U.S. Department of Health and Human Services (HHS) Office for Civil Rights. We will never retaliate against you for filing a complaint.

Thank you for trusting FaceFirst Myofunctional Therapy with your care.

We're honored to be part of your journey toward better breathing, function, and overall health.