



PATIENT NOTICES

REFUNDS: SGIN will refund any patient “over payments” within thirty (30) days of the determination that a refund is due. Refund checks will be mailed to the most current address in the medical record.

HIPAA/PRIVACY: SGIN uses all reasonable efforts to comply with the Federal Health Insurance Portability & Accountability Act of 2013 (“HIPAA”) regarding the protection of our patients’ health information. You as a patient have rights under the HIPAA regulations and we as a provider office must use all reasonable efforts to protect your health information. You have the right to request a full copy of our office Notice of Privacy Practices document upon request.

You will be required to sign an acknowledgement form regarding your rights under HIPAA laws.

COMPLAINTS: Complaints about physicians, as well as other licensees and registrants of the Texas Medical Board, including physician assistants, acupuncturists, and surgical assistants may be reported for investigation at the following address:

Texas Medical Board

Phone: (800) 201-9353

Attention: Investigations

Website: www.tmb.state.tx.us

333 Guadalupe, Tower 3, Suite 610

P.O. Box 2018, MC-263

Austin, Texas 78768-2018

Las quejas sobre médicos, así como sobre otros profesionales acreditados e inscritos en la Junta de Examinadores Médicos del Estado de Texas, incluyendo asistentes de médicos, practicantes de acupuntura y asistentes de cirugía, se pueden presentar en la siguiente dirección para ser investigadas:

Texas Medical Board Attention: Investigations 333 Guadalupe, Tower 3, Suite 610 P.O. Box 2018, MC-263

Austin, Texas 78768-2018

Si necesita ayuda para presentar una queja, llame al: **1-800-201-9353** Para obtener más información, visite nuestro sitio web en **www.tmb.state.tx.us**.