



MAGNOLIA HEALING CENTER

APPENDIX B: PRIVACY NOTICE

This notice describes how your confidential information may be used and disclosed and how you can get access to this information. Please review carefully.

Confidential Communications: Communications during provision of Services are confidential. However, the Coach may create a written or electronic record of your sessions to facilitate conversation, encourage progress in dialogue, or otherwise as needed in the Coach’s sole discretion. The Coach will exercise reasonable caution in safeguarding your confidential communications, including any personally identifying information you provide.

Use of confidential communications: The Coach may utilize your confidential communications as follows:

- in formulating a coaching plan,
- for training purposes,
- for defense in legal proceedings,
- as may be required for purposes of compliance with legal proceedings,
- as required by law,
- at the written direction of the Client,
- to notify authorities of an unreported crime, or
- as required to help avert a serious threat to the health and safety of yourself or others

Rights regarding your confidential communications:

You have the right to:

- Request limits and restrictions on uses and disclosures of your confidential communications,
- Request how confidential communication is exchanged with you,
- Obtain copies, at your expense, of your confidential communication recorded by the Coach,
- Obtain a paper or electronic copy of this notice.

By executing this Privacy Notice, I hereby attest that I have read and agree to the items contained in this document.

Client _____
Coach _____

Date _____
Date _____