

**PRINCETON SPORTS AND FAMILY
MEDICINE, P.C.
NOTICE OF PATIENT RIGHTS**

i) Policy.

Princeton Sports and Family Medicine supports the rights of its patients and shall comply with all applicable state and federal statutes and rules concerning patient rights.

ii) Statement of Patient Rights.

Each and every patient receiving services in the facility has the following rights:

(1) The right to be informed of these rights, as evidenced by the patient's written acknowledgment, or by documentation by staff in the medical record, that the patient was offered a written copy of these rights and given a written or verbal explanation of these rights, in terms the patient could understand. The facility shall establish a means to notify patients of any rules and regulations it has adopted governing patient conduct in the facility.

(2) The right to be informed of services available in the facility, of the names and professional status of the personnel providing or responsible for the patient's care, and of fees and related charges, including the payment, fee, deposit, and refund policy of the facility and any charges for services not covered by sources of third-party payment or not covered by the facility's basic rate.

(3) The right to be informed if the facility has authorized other health care and educational institutions to participate in the patient's treatment. The patient also shall have a right to know the identity and function of these institutions, and to refuse to allow their participation in the patient's treatment.

(4) The right to receive from the patient's physician(s) or clinical practitioner(s), in terms that the patient understands, an explanation of his or her complete medical or health condition or diagnosis, recommended treatment, treatment options, including the option of no treatment, risk(s) of treatment, and expected result(s). If this information would be detrimental to the patient's health, or if the patient is not capable of understanding the information, the explanation will be provided to the patient's next of kin or guardian.

This release of information to the next of kin or guardian, along with the reason for not informing the patient directly, will be documented in the patient's medical record.

(5) The right to participate in the planning of the patient's care and treatment, and to refuse medication and treatment. Such refusal will be documented in the patient's medical record.

(6) The right to be included in experimental research only when the patient gives informed, written consent to such participation, or when a guardian gives such consent for an incompetent patient in accordance with law, rule and regulation. The patient shall have the right to refuse to participate in experimental research, including the investigation of new drugs and medical devices.

(7) The right to voice grievances or recommend changes in policies and services to facility personnel, the Governing Authority, and outside representatives of the patient's choice either individually or as a group, and free from restraint, interference, coercion, discrimination or reprisal.

(8) The right to be free from mental and physical abuse, free from exploitation, and free from use of restraints unless they are authorized by a physician for a limited period of time to protect the patient or others from injury. Drugs and other medications shall not be used for discipline of patients or for convenience of facility personnel.

(9) The right to confidential treatment of information about the patient. Information in the patient's medical record shall not be released to anyone outside the facility without the patient's approval, unless another health care facility to which the patient was transferred requires the information, or unless the release of the information is required and permitted by law, a third-party payment contract, or a peer review, or unless the information is needed by the New Jersey State Department of Health for statutorily authorized purposes. The facility may release data about the patient for studies containing aggregated statistics when the patient's identity is masked.

(10) The right to be treated with courtesy, consideration, respect, and recognition of the patient's dignity, individuality, and right to privacy, including, but not limited to, auditory and visual privacy. The patient's privacy shall also be respected when facility personnel are discussing the patient.

(11) The right to not be required to perform work for the facility unless the work is part of the patient's treatment and is performed voluntarily by the patient. Such work shall be in accordance with local, state, and federal laws and rules.

(12) The right to exercise civil and religious liberties, including the right to independent personal decisions. No religious beliefs or practices, or any attendance at religious services, shall be imposed upon any patient.

(13) The right to not be discriminated against because of age, race, religion, sex, nationality, or ability to pay, or deprived of any constitutional, civil, and/or legal rights solely because of receiving services from the facility.

(14) The right to expect and receive appropriate assessment, management and treatment of pain as an integral component of the patient's care in accordance with NJ A.C. 8:43E-6.

iii) Procedures.

(1) A copy of the above Statement of Patient Rights (the "Statement") shall be conspicuously posted in the reception area of the facility. In addition, the receptionist shall offer each and every patient a written copy of these rights. A copy of the Statement shall be provided to each and every patient that requests one.

(2) Every patient shall be asked by the receptionist to sign an acknowledgement that he or she was offered a written copy of these rights and given an explanation of these rights in terms the patient can understand.

(3) Information about payment policies, fees, deposits and refund policies shall be provided to the patient by the Administrator, upon the request of the patient.

(4) During the intake process, a qualified person shall:

(a) Describe the planned procedure and obtain the patient's informed consent form;

(b) If requested, provide each patient with names and professional status of the personnel providing and/or responsible for patient's care;

(c) Inform the patient if outside health care and educational institutions will be participating in the patient's treatment and obtain the patient's consent (refusal to consent shall be documented in the patient's medical record); and

(d) Document whether the patient has an Advance Directive.

(5) All personnel shall receive a copy of the Statement during their initial orientation.

(6) Each physician and clinical practitioner shall be instructed to answer all patient questions concerning the patient's care and treatment in accordance with the Statement.

(7) All personnel shall be advised that a violation of any patient rights will result in disciplinary action, which might include termination or loss of privileges. The Medical Director shall investigate each and every allegation of an abuse of any patient's rights and take disciplinary action as appropriate. Patient abuse, discourtesy to patients or discrimination against any patient because of age, race, religion, sex, nationality, or ability to pay shall not be tolerated.

(8) Medical records shall be kept confidential in accordance with applicable law. All treatment rendered, as well as all refusals of treatment shall be documented in the medical record.

PRINCETON SPORTS AND FAMILY MEDICINE, P.C.

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IV. EFFECTIVE DATE OF THIS NOTICE
REVISED NOTICE EFFECTIVE JANUARY 1, 2016

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