

M KHAN DERMATOLOGY AND COSMETIC SURGERY
STATEMENT OF PATIENT RIGHTS AND RESPONSIBILITIES

We have adopted the following written policies concerning the rights and responsibilities of all patients:

1. Patients have the right to be treated with respect and dignity at all times
2. Patients have the right to be protected against discrimination or reprisals in exercise of their rights; discrimination is against the law. In conformance with anti-discrimination laws and regulations patients may not be denied benefits, or otherwise be discriminated against on the ground of race, color, or national origin, or on the basis of disability or age in admission to, participation in, or receipt of the services and benefits under any of our programs and activities in accordance with the provisions of the Title VI of the Civil Rights Act of 1964, Section 504 of the Rehab Act of 1973, the Age discrimination Act of 1975 and Regulations of the US Dept of Health and Human Services issued pursuant to these statues at Title 45 Code of Federal Regulations Parts 80,84 and 91.
3. Patients have the right to personal privacy and to privacy concerning their own medical care patients expect that all communications, health information and records pertaining to their care will be treated as confidential. Case discussions, consultations, examination and treatment are confidential and will be conducted discretely. Staff not directly involved in the patient's care will not be present without the permission of the patient.
4. Patient shave the right to be fully informed about a treatment or procedure and the expected outcome before it is performed and to be actively participating in decision-making regarding medical care and to refuse treatment to the extent permitted by law.
5. Patients have the right to receive information about all treatment choices and options in clear language, which is understandable to the patient. Such patient information will be sufficient to allow the patient to give informed consent prior to any procedure or treatment. The patient has the right to ask family members and friends to help in decision-making.
6. Patients have the right to leave the facility even against medical advice and to change providers of care when they desire to do so.
7. Patients have the right to examine and receive an explanation of their bill regardless of source of payment. They also have the right to know fees for specific services.
8. Patients have the right to know what rules and regulations apply to their conduct as a patient and to know provisions for after-hours and emergency care.
9. Patients have the right to receive care in a safe setting, free from all forms of abuse or harassment.
10. Patients have the right to voice grievances or suggestions regarding care that is (or fails to be) furnished verbally or in writing. Grievance will be addressed in writing within 1 week

Patients rights will be extended to a person appointed under the state law to act on the patients behalf. While M Khan Dermatology and Cosmetic Surgery respect patient

rights regarding advance directives, the philosophy of our organization is to provide comprehensive resuscitative care to every patient. We will file a copy of a patient's existing advance directive, upon request, and document such action in a prominent and uniform location in our patient record. We will also provide information to our patients regarding advance directives, if requested.

We credential all providers in this organization and we strive to provide the best possible care. However, the care a patient receives also depends on the patient: therefore, in addition to these rights we have granted above, each patient has certain responsibilities. These responsibilities are outlined below in the spirit of mutual trust and respect.

1. The patient has the responsibility to provide accurate and complete information regarding their health, including the use of medications, OTC products, supplements, and other chemical substances including but not limited to the use of recreational drugs.
2. Patient is responsible for making it known whether he/she clearly comprehends the course of his/her medical treatment and what is expected of him/her
3. The patient is responsible for following the treatment plan established by his/her physician including the instructions of nurses and other health professionals as they carry out the physician's orders.
4. The patient is responsible for providing transport and to act as a caregiver for 24 hours if required by the physician for their own care.
5. The patient is responsible for keeping appointments and for notifying the office when unable to, in a timely fashion
6. The patient is responsible for his/her own actions should they refuse treatment or decide not to follow medical advice and post-procedure care
7. The patient is responsible for fulfilling their financial obligations. All payments are due on the date of service in full.
8. The patient is responsible for following facility policies and procedures and for notifying the facility regarding any living wills or advance directives, which may affect his/her care.
9. Patient is responsible for being considerate of the rights of other patients and our personnel.
10. Patient is responsible for being considerate of his/her personal property and that of other persons in the facility. Any damage to the facility/property of Dr Misbah Khan must be reported verbally and in writing and taken accountability for. Our facility is under 24 hr surveillance and security monitoring.

M Khan Dermatology and Cosmetic Surgery is wholly owned by Misbah Khan, MD. Dr Khan can be contacted at 917-853-3376 (Info@mkhandermatology.com)

Misbah Khan