



Patient Notification of Qualifications and Scope of Practice

East Asian medicine means a health care service using East Asian medicine diagnosis and treatment to promote health and treat organic or functional disorders.

1. My qualifications include the following education and license information:
 - (a) Licensed Acupuncturist, WA 2011 (Active), NY 2009 (Active), CA 2007 (Inactive)
 - (b) Usui Shiki Ryoho Reiki, 3rd Degree (Master/Teacher), Reiki Master Shoshannah Beck, 2008
 - (c) Diplomate in Oriental Medicine, NCCAOM, 2007 (certification requires a minimum 60 hours of continuing education every four years)
 - (d) Master of Science in TCM, 2007, American College of Traditional Chinese Medicine (ACTCM) (2,999 hours didactic and clinical training combined)
 - (e) Independent study at Kunming Municipal Hospital of TCM and Yunnan Provincial Hospital of TCM, Kunming, China (2006); and at Dr. Robert Levine's private practice (2008)
 - (f) Shiatsu Certification, 2006 (605 hours didactic and hands-on training combined)
 - (g) Clean Needle Certification, 2004

2. The scope of practice for an East Asian medicine practitioner in the state of Washington includes the following:
 - (a) Acupuncture, including the use of acupuncture needles or lancets to directly or indirectly stimulate acupuncture points and meridians;
 - (b) Use of electrical, mechanical, or magnetic devices to stimulate acupuncture points and meridians;
 - (c) Moxibustion;
 - (d) Acupressure;
 - (e) Cupping;
 - (f) Dermal friction technique;
 - (g) Infra-red;
 - (h) Sonopuncture;
 - (i) Laserpuncture;
 - (j) Point injection therapy (aquapuncture); and
 - (k) Dietary advice and health education based on East Asian medical theory, including the recommendation and sale of herbs, vitamins, minerals, and dietary and nutritional supplements;
 - (l) Breathing, relaxation, and East Asian exercise techniques;
 - (m) Qi gong;
 - (n) East Asian massage and Tui na, which is a method of East Asian bodywork, characterized by the kneading, pressing, rolling, shaking, and stretching of the body and does not include spinal manipulation; and
 - (o) Superficial heat and cold therapies.

3. Side effects may include, but are not limited to:
 - (a) Pain following treatment;
 - (b) Minor bruising;
 - (c) Infection;
 - (d) Needle sickness; and
 - (e) Broken needle.

4. The patient must inform the East Asian medicine practitioner if the patient has a severe bleeding disorder or pace maker prior to any treatment

Electronic Records Disclosure

Melissa Dana, Reiki Master/Teacher, EAMP, LAc, Dipl OM keeps and stores records for each client in a record-keeping system produced and maintained by Practice Fusion Inc. This system is “cloud-based,” meaning the records are stored on servers that are connected to the Internet. Here are the ways in which the security of these records is maintained:

- Melissa has entered into a HIPAA Business Associate Agreement with Practice Fusion Inc. Because of this agreement, Practice Fusion Inc is obligated by federal law to protect these records from unauthorized use or disclosure.
- The computers on which these records are stored are kept in secure data centers, where various physical security measures are used to maintain the protection of the computers from physical access by unauthorized persons.
- Practice Fusion Inc employs various technical security measures to maintain the protection of these records from unauthorized use or disclosure.
 - Bank-level data system security: Biometric security, data back-ups, redundant power supplies and continuous surveillance systems. All data transfers with them have the highest level of SSL/TLS bank-level encryption against malicious parties.
 - Privacy and HIPAA compliance: Practice Fusion meets or exceeds all HIPAA and proposed HHS certification requirements, and monitors state and federal regulations to ensure the practice is always compliant.
 - Account security: Access to a practice’s electronic health records (EHR) account is defined by strict user access levels, so you can be ensured information does not fall into the wrong hands. A live activity feed in the EHR allows Melissa to audit any action taken in her practice.
- Melissa has her own security measures for protecting the devices that she uses to access these records:
 - On computers, she employs firewalls, antivirus software, and passwords to protect the computer from unauthorized access and thus to protect the records from unauthorized access.
 - With mobile devices, she uses passwords, remote tracking, and remote wipe to maintain the security of the device and prevent unauthorized persons from using it to access her records.

Here are things to keep in mind about Melissa’s record-keeping system:

- While Practice Fusion Inc and she both use security measures to protect these records, their security cannot be guaranteed.
- Some workforce members at Practice Fusion Inc, such as engineers or administrators, may have the ability to access these records for the purpose of maintaining the system itself. As a HIPAA Business Associate, Practice Fusion is obligated by law to train their staff on the proper maintenance of confidential records and to prevent misuse or unauthorized disclosure of these records. This protection cannot be guaranteed, however.
- Practice Fusion Inc keeps a log of her transactions with the system for various purposes, including maintaining the integrity of the records and allowing for security audits. These transactions are kept indefinitely until such time as Melissa chooses to close the account (at which time she may elect to receive a full electronic data export and Practice Fusion ceases to host the data).

REGARDING EMAIL

1. Technical experts often describe email as being like a postcard, in that it can be viewed by all hands through which it passes. Are you familiar with the risks of emails being viewed by various engineers, administrators, and bad actors as they pass through the Internet?
2. Think about where you read and write emails, and what devices you do that on. Think about who can see you reading and writing emails in these places, and who can access the devices you use to read and write emails. Would there be any negative consequences to any of those people reading or glancing at emails exchanged with your healthcare provider? Are there certain kinds of email contents that you would feel safe letting these people see and other kinds of contents you would not feel safe letting them see? Let Melissa know the answers to these questions if you wish to use email with her.
3. Think about which email address(es) you might use with your therapist. Who has access to each address? If you use a work email address, know that your employer may legally view all the emails you send receive with that address. Be aware that engineers and administrators at your email service provider may be able to view your emails.
4. How quickly do you normally receive replies from others via email? Do you expect replies more quickly than Melissa's stated response time? Can you see any negative consequences occurring if your healthcare provider does not or cannot reply to an email as quickly as others in your life typically do?

Melissa's email service is through this company: Hushmail.

REGARDING TEXTING

1. Text messages are often sent using the Internet, even though they are usually a part of one's phone service. Are you familiar with the risks of texts being viewed by various engineers, administrators, and bad actors as it passes through the Internet?
2. Are you aware that text messages wait on phone company computers until they are retrieved, and may remain there indefinitely? Can you imagine any negative consequences if engineers, administrators, or law enforcement personnel viewed these stored texts from or to your healthcare provider?
3. Think about where you read and write text messages, and what devices you do that on. Think about who can see you reading and writing texts in these places, and who can access the devices you use to read and write texts. Would there be any negative consequences to any of those people reading or glancing at texts exchanged with your provider? Are there certain kinds of text contents that you would feel safe letting these people see and other kinds of contents you would not feel safe letting them see? Let Melissa know the answers to these questions if you wish to use texting with her.
4. How quickly do you normally receive replies from others via text? Do you expect replies more quickly than Melissa's stated response time? Can you see any negative consequences occurring if your provider does not or cannot reply to a text as quickly as others in your life typically do?

Melissa uses the following device(s) and phone service(s) to send and receive text messages: iPhone 5 with Verizon.