

Privacy Policy

Effective Date: 11/6/2025

Website: epottermhc.com

Owner: Elizabeth Potter, LMHC, LPC — Licensed Mental Health Counselor in NY & SC

1. Introduction

Your privacy is important to me. This Privacy Policy explains how I collect, use, and protect your personal information when you visit my website or use my services. By using this site, you agree to the terms of this Privacy Policy.

2. Information I Collect

I may collect personal information in the following ways:

A. Information You Provide Directly

- Name, email address, and phone number (e.g., when filling out a contact form or booking an appointment)
- Health-related information (if voluntarily shared via secure client intake forms or during telehealth communication)

B. Automatically Collected Information

- IP address, browser type, and general location
 - Cookies and analytics data to help improve website performance and user experience
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3. How I Use Your Information

Your information is used for:

- Responding to inquiries and scheduling appointments
- Providing counseling or consultation services
- Managing client records (in compliance with HIPAA and state laws)
- Improving website functionality and user experience
- Communicating updates, resources, or announcements (only with your consent)

4. Confidentiality & HIPAA Compliance

All personal health information shared for counseling services is kept strictly confidential and protected under HIPAA regulations.

I use secure, encrypted platforms for telehealth and electronic records. I will not share your personal or health information without your written consent, except as required by law (e.g., safety concerns, abuse reporting, or court orders).

5. Information Sharing

I do **not** sell, rent, or trade your personal data.

Information may be shared only with:

- Authorized third-party service providers (e.g., secure scheduling or billing systems) who comply with HIPAA and data protection laws
 - Legal authorities, if disclosure is required by law
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6. Data Security

I take reasonable administrative, technical, and physical measures to protect your data from unauthorized access, disclosure, or misuse.

Despite these measures, no online system is completely secure; use discretion when sharing personal information electronically.

7. Cookies & Analytics

This site may use cookies and third-party analytics tools (such as Google Analytics) to understand site traffic and improve content. You can adjust your browser settings to refuse cookies at any time.

8. Your Rights

You have the right to:

- Access and request a copy of your records

- Request corrections to inaccurate information
- Withdraw consent or request deletion of non-clinical data collected via this website

Requests can be sent to **epottermhc@gmail.com**

9. Third-Party Links

This website may contain links to other sites or resources. I am not responsible for the privacy practices or content of those external websites.

10. Updates to This Policy

This Privacy Policy may be updated occasionally to reflect changes in laws or practices. The most current version will always be posted on this page with a revised “Effective Date.”

11. Contact Information

If you have questions or concerns about this Privacy Policy, please contact:

Elizabeth Potter, LMHC, LPC
Email: epottermhc@gmail.com
Website: epottermhc.com