

# ***Tea with a Splash of Therapy, LLC. – Website Privacy Policy***

**Effective Date:** January 2026

**Last Updated:** February 2026

## **1. Introduction**

At **Tea with a Splash of Therapy, LLC.**, we respect your privacy and are committed to protecting your personal information. This Website Privacy Policy describes what information we collect through our website, how it may be used, and your choices regarding that information. This policy is separate from — and does not replace — our **HIPAA Notice of Privacy Practices** provided during intake for clinical services.

## **2. Information We Collect**

We collect **limited personal information** that you voluntarily provide through website contact forms, email links, or appointment request interfaces, including:

- Name
- Email address
- Phone number
- Message contents you choose to send

You should **not submit clinical, health, or sensitive information through general website forms**; those communications are not secure.

## **3. Use of Information**

We use personal information you provide on the website only for legitimate practice purposes, such as:

- Responding to inquiries
- Scheduling appointments
- Providing information about our services

- Administrative communication

We will **not sell or rent your personal information** to third parties.

#### 4. Third-Party Services

Our website may use third-party services (e.g., analytics, hosting providers) that collect technical information (such as IP addresses, browser type, and pages viewed) to help improve the website experience. These services do *not* provide personal health information to us without your consent.

#### 5. Security of Information

While we implement reasonable administrative, technical, and physical safeguards to protect data collected through this website, **no online transmission can be guaranteed to be completely secure**. Therefore, information transmitted via the website is submitted at your own risk.

#### 6. HIPAA and Telehealth Communications

Use of this website is separate from your clinical telehealth services. Any protected health information (PHI) created or transmitted through our telehealth platform (such as video sessions, secure messaging, intake forms, or client portals) is protected under the **Health Insurance Portability and Accountability Act (HIPAA)** and related regulations.

**Key HIPAA principles that apply to telehealth services include:**

- PHI is used or disclosed only as permitted by law or with patient consent.
- Only the **minimum necessary** information is used for intended purposes.
- Administrative, physical, and technical safeguards are in place to protect electronic PHI (ePHI).
- Business Associate Agreements are maintained with vendors handling PHI on our behalf.

Your rights under HIPAA (including access, amendment, and accounting of disclosures) are explained in our separate **Notice of Privacy Practices**.

#### 7. Children

Our website is not intended for use by minors. We do not knowingly collect personal information from individuals under the age of 18 (or the age of majority in your state/territory).

## **8. Links to Other Websites**

Our website may contain links to third-party websites (e.g., professional organizations or referral resources). We are not responsible for the privacy practices of these external sites and encourage you to review their privacy policies.

## **9. Changes to This Policy**

We may update this Website Privacy Policy periodically. The revised policy will show the updated **Last Updated** date. Your continued use of the website after updates constitutes acceptance of the revised policy.

## **10. Contact Information**

For questions about this Website Privacy Policy, our data practices, or your rights, contact:

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