

## Patient Consumer Disclosure Regarding Electronic Business Transactions, Receiving Electronic Notices and Disclosures, and Signing Documents Electronically

Arizona Endocrine Surgery (“we,” “us,” or “our”) uses Tebra Technologies, Inc. (“Tebra”) to facilitate electronic communications, including the delivery of notices, disclosures, and the collection of electronic signatures through our secure Patient Portal. This disclosure outlines your rights and responsibilities when engaging in electronic business transactions with us.

### **1. Consent to Electronic Transactions and Communications**

By accessing our Patient Portal or signing documents electronically, you affirmatively consent to conduct business with us electronically. This includes receiving all required notices, disclosures, authorizations, and other communications electronically, as permitted under the state of [Arizona Uniform Electronic Transactions Act \(A.R.S. § 44-7001 et seq.\)](#) and the federal [Electronic Signatures in Global and National Commerce Act \(ESIGN\)](#).

### **2. Electronic Signatures**

You agree that your electronic signature is the legal equivalent of your handwritten signature and is valid and enforceable under Arizona and federal law. Your signature is uniquely linked to you, capable of verification, and associated with the signed record in a manner that renders it invalid if altered.

### **3. Required Technology**

To access and retain electronic records, you must have:

- A device with internet access
- A current version of a supported browser (e.g., Chrome, Firefox, Safari, or Microsoft Edge)
- A valid email address
- A PDF reader (e.g., Adobe Acrobat)

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#### **4. Right to Withdraw Consent**

You may withdraw your consent to receive electronic communications at any time by contacting our office. If you withdraw consent, we may be required to provide paper documents, which could delay services. If you later use the Patient Portal or sign electronically again, you are re-consenting to electronic communications.

#### **5. Requesting Paper Copies**

You may request a paper copy of any electronic document by contacting our office. A reasonable fee may apply for printing and mailing.

#### **6. Updating Your Contact Information**

It is your responsibility to ensure that your contact information, including email address and phone number, is accurate and up to date in our records.

#### **7. Security and Privacy**

All electronic communications and signatures are handled through Tebra's secure, HIPAA-compliant platform. Your personal health information is protected in accordance with applicable federal and state privacy laws. For more information, please review [Tebra's Platform Privacy Policy](#) and [Tebra's Consumer Disclosure](#).

#### **8. Record Retention**

Electronic records will be retained in a secure, accurate, and accessible format for the legally required period. You may request access to your records at any time.

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