

OPENGATE COUNSELING & CONSULTING

Wyoming Privacy and Confidentiality Practices Notice

Public information version | Revised August 25, 2026

PURPOSE AND RELATIONSHIP BOUNDARY

This notice explains OpenGate's general privacy and confidentiality practices for services provided in Wyoming. Viewing or downloading this notice, contacting OpenGate, or requesting information does not by itself establish a clinician-client relationship, schedule an appointment, or constitute OpenGate's acceptance of an individual for services. Whether a professional relationship is established depends on the actual circumstances, including OpenGate's agreement to provide services and completion of applicable intake and consent steps.

WYOMING AND APPLICABLE FEDERAL PROTECTIONS

OpenGate protects confidential client information under applicable Wyoming law, Wyoming Department of Health requirements, professional duties, and any federal requirements that apply to a particular record or circumstance. Records received from a program subject to 42 CFR Part 2 may carry additional federal restrictions on use or disclosure.

HOW OPENGATE PROTECTS AND USES INFORMATION

Client records are maintained in secure, designated storage with access limited to authorized persons. OpenGate uses reasonable administrative and technical safeguards. Confidential client information may be used for legitimate professional and practice purposes, including evaluation and provision of services, maintaining the record, payment processing and practice administration, qualified professional consultation, licensing or certification duties, and lawful oversight or legal obligations.

OpenGate seeks to use or disclose only the information reasonably needed for the verified purpose, protects other people's privacy, and preserves confidentiality after services end. A service vendor or consultant receives confidential information only when the relationship, safeguards, and scope are appropriate.

WHEN INFORMATION MAY BE DISCLOSED

OpenGate generally requires a valid, specific written authorization before sending client records or substantive clinical information to another person or organization, unless disclosure is otherwise permitted or required by law. An authorization should identify the recipient, purpose, scope of information, relevant date range or frequency when applicable, and expiration. Revocation is prospective and cannot undo a disclosure already made in valid reliance on the authorization.

Disclosure without authorization is limited to circumstances that applicable law permits or requires. Depending on the facts, these may include mandated reporting, qualifying immediate safety situations, court-ordered examinations, certain professional-defense or licensing-board matters, or another specifically verified legal duty or exception. OpenGate documents the authority relied upon and limits the disclosure to the permitted scope.

A referral, administrative deadline, attorney request, subpoena, probation/parole request, WYDOT request, or representative label is not automatically disclosure authority. OpenGate separately evaluates authorization, client privilege, identity, scope, legal process, and any special restriction applicable to the record before information is released.

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RECORDS AND PRIVACY CHOICES - FOR OPENGATE CLIENTS

If you are an OpenGate client, you may ask questions about privacy before information is shared; request access, inspection, a copy, or an accurate, detailed, comprehensive summary of factual information contained in the complete client record; request a correction or addendum when appropriate; request a preferred contact method or restriction; revoke a current authorization in writing for future disclosures; and request available documentation about disclosures.

For a Wyoming client, OpenGate provides or discloses requested client-record information to the client or designated recipient within no more than 30 days after receipt of an appropriate request for release signed by the client or another person authorized to consent to treatment.

Reasonable actual copying, staff, review, or summary costs may apply. Inability to pay does not by itself eliminate access, and an unpaid fee for past services is not used as the sole reason to withhold a summary or copy. Any lawful withholding or denial is limited, factually supported, and documented; the available portion of the record is considered separately.

COMMUNICATION AND PRIVACY CONCERNS

Email and text messaging are for scheduling and administrative communication only unless a secure method is arranged. Do not include confidential client information, substance-use details, grievance details, or sensitive legal information in ordinary email or text messages. Use those channels only to request secure instructions when sensitive information must be exchanged.

Privacy questions or concerns: Damon J. Laird, MSW, LCSW, Owner and Sole Clinician, OpenGate Counseling & Consulting, 536 S. Center St., Casper, WY 82601 | (307) 315-8655 | damon@damonlaird.com. A privacy concern may be raised without retaliation.

PUBLIC NOTICE VERSUS INTAKE DOCUMENTATION

This public PDF is informational only. It contains no client-identification, service/episode, acknowledgment, or signature fields. It is not consent to treatment, a release of information, a privilege waiver, or an intake acknowledgment. If OpenGate and an individual agree to services, any confidentiality explanation, acknowledgment, consent, authorization, or other client-record documentation required for that service is handled separately through OpenGate's intake/client-record workflow.

Questions about secure communication: Call (307) 315-8655. Do not send sensitive clinical, substance-use, legal, or grievance details by ordinary email or text.

This public notice summarizes OpenGate's practices and does not replace controlling law. OpenGate applies the law and professional requirements that govern the particular record, request, or circumstance.