

## NOTICE OF PRIVACY PRACTICES

### \*\*\*SUMMARY\*\*\*

A federal law, known as the “HIPAA Privacy Rule,” requires that we tell you how we may use and give out personal health information about you to others. This summary will tell you what our Privacy Notice contains. For more information, read the full Notice that follows this summary. You may also contact our Privacy Official.

You are receiving this Notice from [insert name of medical practice] (the “Practice”)

### HOW WE MAY USE AND SHARE YOUR PROTECTED HEALTH INFORMATION

We may use and share personal health information that is protected (“PHI”) to you or to your personal representative. We may use and share this information:

- For payment;
- For certain business activities called “health care operations”; and
- For health care treatment that doctors, nurses and other people give you.

Subject to limitations and conditions that may apply, we may use and share PHI about you without your consent or written permission to people involved in your care or the payment for your care.

Some examples of how we may use and share PHI about you without your written permission include sharing information:

- To report abuse, neglect, or domestic violence;
- To prevent a serious threat to health or safety;
- To prevent public health problems;
- To agencies that audit, investigate and inspect health programs for the public’s health;
- For lawsuits and other legal proceedings;
- For research;
- To the government for specialized purposes, such as military or national security; and
- For workers’ compensation.

### YOUR RIGHTS

You have the following rights as described in our Notice:

- The right to ask us if we will put more limits on the way we use and share PHI about you;
- The right to receive confidential communications from us;
- The right to see and get a copy of PHI about you;
- The right to ask us to change PHI about you; and
- The right to ask us for a report that describes how and with whom we share PHI about you. If you believe your privacy rights have been violated, you may complain to us or to the Secretary of the United States Department of Health and Human Services.

\*\*\*End of Summary\*\*\*