

HIPAA 100 A FORM

Digestive Wellness Center

This Notice describes how medical information about you may be used and disclosed and how you can get access to this information. Please review it carefully. You have the right to obtain a paper copy of this Notice upon request.

Patient Health Information	<p><u>Required by Law:</u> We may be required by law to report gunshot wounds, suspected abuse or neglect, or similar injuries and events.</p>	<p><u>Accounting of Disclosures:</u> You may request a list of instance where we have disclosed that information about you for reasons other than treatment, payment, or health care operations.</p>
<p>How We Use Your Patient Health Information</p> <p>We use health information about you for treatment, to obtain payment, and for health purposes and evaluation of the quality of care that you receive. Under some circumstances we may be required to use or disclose the information even without your permission.</p>	<p><u>Research:</u> We may use or disclose information for approved medical research.</p> <p><u>Public Health Activities:</u> As required by law, we may disclose vital statistics, diseases, information related to recalls of dangerous products, and similar information to public health authorities.</p>	<p>Our Legal Duty</p> <p>We are required by law to protect and maintain the privacy of your health information, to provide this Notice about our legal duties and privacy practices regarding protected health information, and to abide by the terms of the Notice currently in effect.</p>
<p>Examples of Treatment, Payment, and Health Care Options</p> <p><u>Treatment:</u> We will use and disclose your health information to provide you with medical treatment or services. For example, nurses, physicians, and other health care members may use it to determine the most appropriate course of care. We may also disclose the information to other health care providers who are participating in your treatment, to pharmacists who are filling your prescriptions, and to family members who are helping with your care.</p> <p><u>Payment:</u> We will use and disclose your health information for payment purposes. For example, we may need to obtain authorization from your insurance company before providing certain types of treatment. We will submit bills and maintain records of payments from your health plan.</p> <p><u>Health Care Operations:</u> We will use and disclose your health information to conduct our standard internal operation, including proper administration of record, evaluation of the quality of treatment, and to assess the care and outcomes of your case and others like it.</p> <p>Special Uses: We may use your information to contact you with appointment reminders. We may also contact you to provide information about treatment alternatives or other health-related benefits and services that may be of interest to you.</p>	<p><u>Deaths:</u> We may report information regarding deaths to coroners, medical examiners, funeral directors, and organ donation agencies.</p> <p><u>Serious threat to health or safety:</u> We may use or disclose information when necessary to prevent a serious threat of your health and safety or the health and safety of the public or another person.</p> <p><u>Military and Special Government Functions:</u> If you are a member of the armed forces, we may release information as required by military command authorities. We may also disclose information to correctional institutions or for national security purposes.</p> <p><u>Workers Compensation:</u> We may release information about you for workers compensation or similar programs providing benefits for work-related injuries or illness. In any other situation, we will ask for your written authorization before using or disclosing any identifiable health information about you. If you choose to sign an authorization to disclose information, you can later revoke that authorization to stop any future uses and disclosures.</p>	<p>Changes in Privacy Practices</p> <p>We may change our policies at any time. Before we make a significant change in our policies, we will change our Notice and post the new Notice in the waiting area and each examination room. You can also request a copy of our Notice at any time. For more information about our privacy practices, contact the person listed below.</p>
	<p>Individual Rights</p> <p>You have the following rights with regard to your health information. Please contact the person listed below to obtain the appropriate form for exercising these rights.</p> <p><u>Request Restrictions:</u> You may request restriction on certain uses and disclosures of your health information. We are not required to agree to such restrictions, but if we do agree, we must abide by those restrictions.</p> <p><u>Confidential Communications:</u> You may ask us to communicate with you confidentially by, for example, sending notices to a special address or not using postcards to remind you of appointments.</p> <p><u>Inspect and Obtain Copies:</u> In most cases, you have the right to look at or get a copy of your health information. There may be a small charge for the copies.</p>	<p>Complaints</p> <p>If you are concerned that we have violated your privacy rights or if you disagree with a decision we made about your records, you may contact the person listed below. You may also send a written complaint to the Ohio Department of Health and Human Services. The person listed below will provide you with the appropriate address upon request. You will not be penalized in any way for filing this.</p>
		<p>Contact Person</p>
		<p>If you have any questions, request, or complaints, please contact:</p>
		<p>Becky Hentsch RN, Center Director</p>
		<p>(330)237-1058 ext 235</p>
		<p>Patient Signature</p>
		<hr/>
		<p>Witness</p>
		<hr/>
		<p>Date</p>
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