

Notice of Privacy Practices

This Notice describes how medical information about you may be used and disclosed, and how you can get this information. Please read it carefully. In this notice, we use the term health information to refer to “protected health information.”

Our Promise Regarding Protected Health Information

We understand that information about your health is private. We are committed to protecting health information about you. We make a record of the care and services you receive through Health Right, Inc. (“Health Right”). We need this record to manage your care, to get payment, and to obey federal and state laws. This notice applies to all the records made during the course of your care. Your health information is contained in a medical record that is the physical property of Health Right. Your personal doctor may have different rules or notices about the use and disclosure of your protected health information. The law requires Health Right to do the following three things:

1. We must make sure that any health information that identifies you is kept private;
2. We must give you a copy of our Notice of Privacy Practices; and
3. We must obey the terms of the notice of privacy practices that is in effect.

How Health Right May Use or Disclose Your Protected Health Information

The following groups tell you the different ways that we use and release protected health information. Not every type of use or release of protected health information in a group will be described. However, all of the ways we are allowed to use and release your protected health information will fall within one of these groups.

Treatment. Health Right may use your protected health information to arrange for medical treatment and services. For example, Health Right may use your protected health information to determine your eligibility and the protected health information may be sent to the hospital or to your doctor so that you may receive treatment.

Payment. Health Right may use and disclose your protected health information to others in order to be paid for the treatment and services given to you. For example, a bill may be sent to your health care provider. The bill may include information that refers to your name, condition, and the type of treatment you received.

Health Care Operations. Health Right may use and release protected health information about you for health care operations. For example, your protected health information may be used to respond to your customer service requests.

Health-Related Information. Health Right may use and release your protected health information to tell you about the different health related benefits and services that may benefit you. For example, Health Right may use your protected health information to tell you about educational programs like our Prenatal and diabetes classes.

Appointments. Health Right may use your protected health information to remind you of your appointments for health care services you may need.

Required by Law. Health Right may use and release protected health information about you as required by law. For example, Health Right may release protected health information about you for court actions, to report victims of abuse, and to help the police.

Public Health. Your protected health information may be used or released for different public health events such as helping public health officials to avoid or control outbreaks of contagious diseases.

Funeral Directors. Protected health information may be released to funeral directors or coroners to allow them to do their jobs. For example, Health Right may release protected health information to find out the cause of death.

Organ/Tissue Donation. Your protected health information may be used or released for organ, eye or tissue donations.

Treatment Alternatives. Your protected health information may be used and released to tell you about the different types of treatment that may work for you. For example, we may use your protected health information for case management activities.

Research/Study. Health Right may use your protected health information for research. For example, your protected health information may be used to study the effect of a drug on you.

Health and Safety. The law may demand that your protected health information be released to avoid a serious risk to the health or safety of you or any other person.

Government Functions. The government's duty is to protect everyone. The government may demand that Health Right release your protected health information to different offices within the government.

Workers Compensation. Your protected health information may be used or released in order to obey Worker's Compensation laws.

Persons Involved In Your Care or Payment for Your Care. Health Right may release your protected health information to a friend or family member who is involved in your health care unless you tell us not to release your protected health information to your friend or family member. We may also release your protected health information to someone who helps pay for your care. We may also tell your family or friends your condition and that you are in the hospital. For example if you are in a car accident and you were rushed to the emergency room, we could inform your husband, wife, or your parents.

Emergency Condition. We may release protected health information to organizations, and agencies that assist with disaster aid so that your family will know about your condition, and know where to find you. For example if there is a flood, earthquake, or snowstorm, we could release your protected health information to the Red Cross.

Military Activity and National Security. Health Right may release your protected health information to the military to obey the law or for national security reasons.

Inmates. If you are an inmate in jail or under the custody of the police, we may release protected health information about you to the jail supervisor or officer for health and safety reasons.

Business Associates. Health Right may release your protected health information to our business associates. For example, Health Right may release your protected health information to your eye doctor or dentist.

Other Uses of Protected Health Information.

Health Right may not use or give out your protected health information for other uses and disclosures not described in this document without your written permission. You have the right to change your mind and take back your permission. We cannot take back any protected health information we released when we had your permission.

Your Rights In Connection With Your Protected Health Information

You have the right to:

- get a paper copy of our “Notice of Privacy Practices” when you ask for it; see and receive a copy of your protected health information record as provided by law;
- get and make changes to your protected health information record as provided by law
- ask for a copy of your protected health information record to be sent anywhere you want as long as it is fair, reasonable, and in a confidential manner;
- change your mind and tell us in writing not to use or release your protected health information. We will respect your decision except that we will not be able to change actions that have already been taken;
- ask for a list of all the times your health information was released by Health Right as permitted by law; and
- ask for control and restrictions on the use and release of your protected health information as permitted by law. Health Right does not have to agree or obey your request.

Complaints In Connection With Your Protected Health Information

You may send your written complaints to Health Right or to the Secretary of Health and Human Services if you think your privacy rights have been broken. No negative action will be taken against you.

Health Right, Inc.
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Washington, D.C. 20005
OR
Secretary of the Department of
Health and Human Services
200 Independence Ave, SW
Washington, D.C. 20201