

PRIVACY NOTICE

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.

This Privacy Notice is being provided to you as a requirement of federal law, the Health Insurance Portability and Accountability Act (HIPPA). This Privacy Notice describes how we may use and disclose your protected health Information to carry out treatment, payment or health care operation and for other purposes that are permitted or required by law. It also describes your rights to access and control your protected health information in some cases. Dr. Joseph Aguiar, M.D., PA is required by law to provide you our Privacy Notice.

I. Uses and Disclosures of Protected Health Information

Dr. Joseph Aguiar, M.D., PA may use your protected health information (PHI) for purposes of providing treatment, obtaining payment for treatment, and conducting health care operations. "PHI" may use or disclose only for these purposes unless Dr. Joseph Aguiar, M.D., PA has obtained authorization. Disclosure of your protected health information for the purposes described in this Privacy Notice may be in writing, orally or by facsimile.

- A. Treatment. We will use and disclose your PHI to provide, coordinate, or manage your health care and any related services. For example, we may disclose your PHI to a pharmacy to fill a prescription or to a laboratory to order a blood test.
- B. Payment. Your PHI will be used, as needed, to obtain payment for the services that we provide. For example, we may need to disclose your information to your health insurance company to get prior approval for a surgery. We may also disclose patient information to another provider involved in your care for the other provider's payment activities.
- C. Operations. We may use or disclose you PHI, as necessary, for your own health care operations to facilitate the function of Dr. Joseph Aguiar and to provide quality care to all patients. Health care operations include such activities as; quality assessment and improvement activities.

II. Uses and Disclosures Beyond Treatment, Payment, and Health Care Operations Permitted Without Authorization or Opportunity to Object

Federal privacy rules allow us to disclose your PHI without permission or authorization for a number of reasons including the following:

- A. When Legally required
- B. When there are risk to public health
- C. To report suspected abuse, neglect or domestic violence
- D. In connection with judicial and administrative proceedings
- E. For workers compensation

III. Your Rights

- A. The right to inspect and obtain a copy of your PHI
- B. The right to request a restriction on uses and disclosures of your PHI
- C. The right to request amendments to your PHI
- D. The right to receive an accounting by Dr. Joseph Aguiar, M.D., PA of certain disclosures of PHI

IV. Complaints

You have the right to express complaints to Dr. Joseph Aguiar, M.D., PA and to the Secretary of Health and Human services if you believe that your privacy rights have been violated. You may complain to the Privacy Officer verbally or in writing.

(Condensed version of privacy notice)