

ROSENBLUM CHIROPRACTIC

NOTICE OF PRIVACY PRACTICES

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.

Rosenblum Chiropractic is required by law to maintain the privacy and confidentiality of your health information and to provide our patients with notice of our legal duties and privacy practices with respect to your protected health information.

DISCLOSURE OF YOUR HEALTHCARE INFORMATION

Treatment

We may disclose your healthcare information to other healthcare professionals within our practice for the purpose of treatment, or payment of healthcare operations.

Payment

We may disclose your information to your insurance provider for the purpose of payment or healthcare operations. As a courtesy to our patients, we will submit an itemized billing statement to your insurance carrier for the purpose of payment to Rosenblum Chiropractic for healthcare services rendered. If you pay for your healthcare services personally, we will, as a courtesy, provide an itemized billing to your insurance carrier for the purpose of reimbursement to you. The billing statement contains medical information, including diagnosis, date of injury, condition, and codes which describe the healthcare services received.

Workers' Compensation

We may disclose your health information to comply with State Workers' Compensation Laws.

Emergencies

We may disclose your health information to notify or assist in notifying a family member, or another person responsible for your care about your medical condition, or in an emergency, or your death.

Communications with You

Appointment reminders and private health information will be communicated to you only in the manners in which you have given specific written authorization and you have the option to opt out of any of those methods at any time by notifying our office. Email and standard sms/text messaging are not confidential methods of communication and may be insecure.

Public Health

As required by law, we may disclose your health information to public health authorities for purposes related to: preventing or controlling disease, injury, or disability; reporting child abuse or neglect; reporting domestic violence; reporting to the Food and Drug Administration problems with products and reactions to medications; and reporting disease or infection exposure.

Judicial and Administrative Proceedings

We may disclose your health information in the course of any administrative or judicial proceeding.

Law Enforcement

We may disclose your health information to law enforcement officials for purposes such as identifying or locating a suspect, fugitive, material witness or missing person, complying with a court order or subpoena, and other law enforcement purposes.

Deceased Persons

We may disclose your health information to coroners or medical examiners.

Organ Donation

We may disclose your health information to organizations involved in procuring, banking, or transplanting organs and tissues.

Research

We may disclose your health information to researchers conducting research approved by an Institutional Review Board.

Public Safety

It may be necessary to disclose your health information to appropriate persons in order to prevent or lessen a serious OR imminent threat to the health or safety of a particular person or to the general public.

Specialized Government Agencies

We may disclose your health information for military, national security, prisoner and government benefits purposes.

Change of Ownership

In the event that Rosenblum Chiropractic is sold or merged with another organization, your health information/record will become the property of the new owner.

YOUR HEALTH INFORMATION RIGHTS

- You have the right to request restrictions on certain uses and disclosures of your health information. However, Rosenblum Chiropractic is not required to agree to the restriction that you request.
- You have the right to have your health information communicated through an alternative method or sent to an alternative location other than the usual method of communication, upon your request.
- You have the right to inspect and copy your health information.
- You have a right to request that Rosenblum Chiropractic amend your protected health information. However, Rosenblum Chiropractic is not required to agree to amend your protected health information. If your request to amend your health information has been denied, you will be provided with an explanation of denial reasons and information about how you can disagree with the denial.
- You have a right to receive an accounting of disclosures of your protected health information made by Rosenblum Chiropractic.
- You have a right to a paper copy of this Notice of Privacy Practices at any time upon request.

Changes to this Notice of Privacy Practices

Rosenblum Chiropractic reserves the right to amend this Notice of Privacy Practices at any time in the future, and will make the new provisions effective for all information that it maintains. Until such amendment is made, Rosenblum Chiropractic is required by law to comply with this Notice.

Rosenblum Chiropractic is required by law to maintain the privacy of your health information and to provide you with notice of its legal duties and privacy practices with respect to your health information. If you have questions about any part of this notice or if you want more information about your privacy rights, please contact Trudy Rosenblum, Practice Privacy Officer, by calling this office at 518-946-7886. If Trudy Rosenblum is not available, you may make an appointment for a conference in person or by phone within two working days.

Complaints

Complaints about your Privacy rights or how Rosenblum Chiropractic has handled your health information should be directed to Trudy Rosenblum, Practice Privacy Officer, by calling this office at 518-946-7886. If Trudy Rosenblum, is not available, you may make an appointment by phone or in person within two working days.

If you are not satisfied with the manner in which this office handled your complaint, you may submit a formal complaint to:

DHHS, Office of Civil Rights
200 Independence Ave, SW
Room 509F HHH Building
Washington, DC 20201

This notice is effective January 1, 2006. I have read the Privacy Policy and understand my rights contained therein.

By way of my signature, I provide Rosenblum Chiropractic with my authorization and consent to use and disclose my protected healthcare information for the purposes of treatment, payment and healthcare operations as described in the Privacy Notice.

Patient's Name (Print)

Patient's Signature

Date

Authorized Facility Signature

Date

ROSENBLUM CHIROPRACTIC, LLP NONDISCRIMINATION STATEMENT:

Discrimination is Against the Law

Rosenblum Chiropractic, LLP complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. Rosenblum Chiropractic, LLP does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

Rosenblum Chiropractic, LLP:

- Provides free aids and services to people with disabilities to communicate effectively with us, such as:

- Qualified sign language interpreters
- Written information in other formats (large print, audio, accessible electronic formats, other formats)

- Provides free language services to people whose primary language is not English, such as:

- Qualified interpreters
- Information written in other languages

If you need these services, contact Trudy Rosenblum

If you believe that Rosenblum Chiropractic, LLP has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with: Trudy Rosenblum, office manager, 13036 NYS Route 9N Jay, NY 12941, Phone: 518-946-7886, Fax: 518-730-0228, Email: info@chiroinjay.com. You can file a

grievance in person or by mail, fax, or email. If you need help filing a grievance, Trudy Rosenblum is available to help you.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at:

U.S. Department of Health and Human Services

200 Independence Avenue, SW

Room 509F, HHH Building

Washington, D.C. 20201

1-800-368-1019, 800-537-7697 (TDD)

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.