

YOUR INFORMATION • YOUR RIGHTS • OUR RESPONSIBILITIES

OUR USES AND DISCLOSURES

We may use your information as we:

- Treat you.
- Coordinate care.
 - : We can use your healthcare information and share with other professionals who are treating you.
 - : We can use your healthcare information to manage your treatment and services.
- Bill for your services.
 - : We can use and share your healthcare information to bill and receive payment for services rendered by health plans and other entities.
- Addressing workers' compensation, law enforcement and other government request.
 - : We can use and share your healthcare information to process workers' compensation claims.
 - : We can use and share your healthcare information for law enforcement with health oversight agencies for such activities authorized by law.
- Comply with the Law, responding to legal actions and/or lawsuits.
 - : We can use and share your healthcare information if State and/or Federal law requires us to do so, including the Department of Health and Human Services, in compliance with the law.
 - : We can use and share your healthcare information in response to a court or administrative order, and/or a court ordered subpoena.
- Assist with public health and safety issues.
 - : We can use and share your healthcare information in such instances as disease prevention, assisting with product recalls, reporting adverse reactions to medications, reporting suspected abuse, neglect, domestic violence. Preventing a serious threat to anyone's health and/or safety.
- Research.
 - : We can use or share your healthcare information for the purposes of health research.

For more information visit: <https://www.hhs.gov/hipaa>

YOUR CHOICES

You can chose the way we use and share your information as we:

- Inform family and friends about your condition.
 - : Share information with with your family, friends or others involved in your care.
- Include you in a hospital directory.
 - : Including your information in a hospital directory.
 - : Share your information in a disaster relief information.
- Market our services and sell your information.
 - : Marketing purposes.
 - : Sale of your information.
- Raise funds.
 - : Community and other fundraising efforts.

YOUR RIGHTS

You have the right to:

- Obtain a copy of both your paper and/or electronic medical records.
 - : You may request to see or obtain a paper or electronic copy of your medical records and other healthcare information we have on you. Your medical records signed release will be honored, usually within 5-7 business days, although by law, we reserve the right to take up to 30 days and can charge reasonable cost-based fees.
- Correct both your paper and/or electronic medical records.
 - : You may request corrections of your healthcare information which you may feel is inaccurate and/or incomplete. Ask us how.
- Request confidential communication.
 - : You may request our practice communicate with you in a certain form of preference of communication(s). Such requests are subject to the TCPA disclosure, within reasonable request.

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YOUR INFORMATION • YOUR RIGHTS • OUR RESPONSIBILITIES

Your Rights, continued.

- Request our practice to limit the information we share.
 - : You may request our practice not use or share certain healthcare information for treatment, payment or our operations. We are not required to honor your request and such may be declined if we feel it would impact your care.
 - : Should you pay for service or healthcare items out of pocket in full, you may request we not share that information for the purpose of payment or our operations with your healthcare carrier, unless we are required to do so under law.
- Request a list of those whom we've shared your information with.
 - : You may request an accounting list of those whom we've disclosed your healthcare information to for six years prior to the date of your request. We will include all disclosures including with exception to treatment, payment, and healthcare operations and other certain disclosures, such as any you may have asked us to make. We provide one accounting list per year for free, but will charge a reasonable cost-based fee should one be requested within that 12-month period.
- Request a copy of our Privacy Practice Notice.
 - : You may request a copy of this notice at any time, even if you've agreed to receive this notice electronically. We will promptly provide a paper copy upon your request.
- Choose someone to act on your behalf.
 - : If you have given someone medical power of attorney and/or if someone is your legal guardian, that person may exercise your rights and make choices about your health information. We will ensure that person has authority to act on your behalf before we take any action.
- File a claim if you believe your privacy acts have been violated.
 - : You can file a complaint if you feel we have violated your rights by contacting us at: **480-955-0900** and should you choose, you may also file a formal complaint through: **US Department of Health and Human Services office by visiting: www.hhs.gov/ocr/privacy/hippa/complaints/**. We, as a practice, will not retaliate against you for filing.

OUR RESPONSIBILITIES

- We are required by law to maintain the privacy and security of your protected healthcare information.
- We will notify you promptly, should a breach occur which may have compromised the privacy and security of your information.
- We must follow the duties and privacy practices described in this notice and furnish a copy to you.
- We will not use or share your information other than described here, unless provided in writing to disclose. Should you choose to disclose, you may change your mind at anytime, and you would be required to provide in writing the changes needed.

For more information we encourage you to visit: www.hhs.gov/ocr/privacy/hippa/understanding/consumers/noticepp.html.

Changes to the Terms Of This Notice: **effective: 12/13/21 - applies to 'Ohana Cardiology**

Are subject to change and all changes will apply to all information we have about you. The new notice will be available to you upon your request both in our office and available for download on our website.