

Federal law makes provision for your health information to be released to an appropriate health oversight agency, public health authority, or attorney, provided that a work force member or business associate to appropriately safeguard your information.

Examples of disclosure for treatment, payment, and health operations

Information obtained by a nurse, physician, or other member of your health care team will be recorded in your record and used to determine the course of treatment that should work best for you. Your physician will document in your record his or her expectations of the members of your health care team. Members of your health care team will then record the actions they took and their observations. In that way, the physician will know how you are responding to treatment.

We will also provide your physician(s) or subsequent health care provider(s) (when applicable) with copies of various reports that should assist them in treating you.

We will use your health information for payment.

For Example:

A bill may be sent to you or a third-party payer. The information or accompanying bill may include information that identifies you, as well as your diagnosis, procedures, and supplies used.

For more information or to report a problem

If you believe your privacy rights have been violated, you can either file a complaint with our Privacy Officer, or with the Office for Civil Rights, U.S. Department of Health and Human Services (OCR). There will be no retaliation for filing a complaint with either our Privacy Officer or the OCR. The address for the OCR is as follows:

*Office of Civil Rights
U.S. Department of Health and Human Services
200 Independence Avenue, S.W.
Room 509 F HHH Building
Washington, D.C. 20201*



NM Cardiac Care, P.C.

Providing Comprehensive Cardiovascular Care,
Interventional Cardiology
and Peripheral Vascular Intervention



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.

**OUR PROMISE TO YOU,
OUR PATIENTS**

**Your information is
Confidential**

Your information is important and confidential. Our ethics and policies require that your information be held in strict confidence.

Effective Date April 14, 2003

We maintain protocols to ensure the security and confidentiality of your personal information. We have physical security in our building, passwords to protect databases, compliance audits, and virus/intrusion detection software. Within our practice, access to your information is limited to those who need it to perform their jobs. At our practice, we are committed to treating and using protected health information about you responsibly. This notice of Privacy Policies described the personal information we collect, how and when we use or disclose that information. It also describes your rights as they relate to your protected health information. This Notice is effective April 14, 2003, and applies to all protected health information as defined by federal regulations.

Understanding Your Health Record

Each time you visit our practice, a record of your visit is made. Typically, this record contains your symptoms, examination, results and diagnosis. This information often referred to as your health or medical record, serves as:

- Means of communication among the many health professionals who contribute to your care.
- Legal document describing the care you received.
- Means by which you or a third-party payer can verify that services billed were actually provided.
- Tool in educating health professionals.
- Source of data for our planning and marketing.
- Tool by which we can assess and continually work to improve the care we render and outcomes we achieve.

Your Health Information Rights

Although your health record is the physical property of our practice, this information belongs to you. You have the right to:

- Obtain a paper copy of this Notice of Privacy policies upon request.
- Inspect and copy your health record as provided by 45 CFR 164.524.
- Amend your health record as provided by 45 CFR 164-526.
- Obtain an accounting of disclosure of your health information as provided by 45 CFR.

- Request confidential communications of your health information as provided by 45 CFR 164,522.
- Request a restriction on certain uses and disclosures of your information as provided by 45 CFR 164,522. (our practice, however, is not required by law to agree to a request restriction).

Our Responsibilities

Our practice is required to:

- Maintain the privacy of your health information.
- Provide you with this notice as to our legal duties and privacy practices with respect to information we collect and maintain about you.
- Abide by the terms of this notice.
- Notify you if we are unable to agree to a requested restriction.
- Accommodate reasonable requests you may have to communicate your health information.

We reserve the right to change our practices and to make the new provisions effective for all protected health information we maintain. We will keep a posted copy of the most current notice in our facility containing the effective date in the top, right-hand corner. In addition, each time you visit our facility for treatment, you may obtain a copy of the current notice in effect upon request.

We will not use or disclose your health information in a manner other than described in the session regarding Examples of Disclosure For Treatment, Payment and Health Operations, without your written authorization, which you may revoke as provided by 45 CFR 164, 508 (b)(5), except to the extent that action has already been taken.

Business Associates

These are some services provided in our organization through contacts with business associates. Examples include physician services in the emergency department and radiology, certain laboratory tests, and collection agencies. Due to the nature of business associates' services, the business associates may receive your health information in order to perform the jobs we've asked them to do (example, the business associate may be your third-party payer for services rendered; it must therefore have access to your information) to protect your health information, however, when these services are contacted we require the business associate to appropriately safeguard your information.

Marketing

We may contact you to provide appointment reminders or information about treatment alternatives or other health related benefits and services that may be of interest to you.

Food and Drug Administration

We may disclose to the FDA health information relative to adverse events with respect to food, supplements, product and product defects, or post marketing surveillance information to enable product recalls, repairs, or replacement.

Workers Compensation

We may disclose health information to the extent authorized by and necessary to comply with laws relating to workers compensation or other similar programs established by law.

Public Health

As required by law, we may disclose your health information to public health or legal authorities charged with preventing or controlling disease, injury or disability.

Notification

We may disclose health information to notify or assist in notifying a family member or personal representative (or other authorized person responsible for your care) of your location and general conditions.

Communication with Family

Health professionals, using their best judgment, may disclose to a family member, other relative, or close personal friend (or any other person you identify) health information relevant to that person's involvement in your care or payment related to your care.

Law Enforcement

We may disclose health information for law enforcement purposes as required by law or in response to a valid subpoena.