

### To Request Information or File a Complaint

If you have any questions, would like additional information, or want to report a problem regarding the handling of your information, you may contact our office. Additionally, if you believe your privacy rights have been violated, you may file a written complaint at our office by delivering the written complaint to any of our office staff. You may also file a complaint by mailing it or e-mailing it to the Secretary of Health and Human Services.

- We cannot, and will not, require you to waive the right to file a complaint with the Secretary of Health and Human Services (HHS) as a condition of receiving treatment from the practice.
- We cannot, and will not, retaliate against you for filing a complaint with the Secretary

### Other Disclosures and Uses

- Notification

Unless you object, we may use or disclose your protected health information to notify, or assist in notifying, a family member, personal representative, or other person responsible for your care, about your location, and about your general condition, or your death.

- Communication with Family

Using our best judgment, we may disclose to a family member, other relative, close personal friend, or any other person you identify, health information relevant to that person's involvement in your care or in payment for such care if you do not object or in an emergency.

- Food and Drug Administration (FDA)

We may disclose to the FDA your protected health information relating to adverse events with respect to products and product defects, or post-marketing surveillance information to enable product recalls, repairs, or replacements.

- Workers Compensation

If you are seeking compensation through Workers Compensation, we may disclose your protected health information to the extent necessary to comply with laws relating to Workers Compensation.

- Public Health

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

- Abuse & Neglect

We may disclose your protected health information to public authorities to report abuse or neglect.

- Correctional Institutions

If you are an inmate of a correctional institution, we may disclose to the institution, or its agents, your protected health information necessary for your health and the health and safety of other individuals.

- Law Enforcement

We may disclose your protected health information for law enforcement purposes as required by law, such as when required by a court order or in cases involving felony prosecutions, or to the extent an individual is in the custody of law enforcement.

- Health Oversight

Federal law allows us to release your protected health information to appropriate health oversight agencies or for health oversight activities.

- Judicial/Administrative Proceedings

We may disclose your protected health information in the course of any judicial or administrative proceedings as allowed or required by law, with your consent, or as directed by a proper court order.

- Other Uses

Other uses and disclosures besides those identified in this Notice will be made only as otherwise authorized by law or with your written authorization and you may revoke the authorization as previously provided.

I, \_\_\_\_\_, hereby acknowledge that I have received a copy of this practice's Notice of Privacy Practices. I have been given the opportunity to ask any questions I may have regarding this Notice.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date