

CHICO CHIROPRACTIC CENTER
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 READ CAREFULLY

CHICO CHIROPRACTIC CENTER is required by law to maintain the privacy and confidentiality of your protected health information and to provide you, our patient, with notice of our legal duties and privacy practices with respect to your protected health information.

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

- On occasion, it may be necessary to seek consultation regarding your condition from other healthcare providers associated with CHICO CHIROPRACTIC CENTER.
- It is our policy to arrange for a substitute healthcare provider, authorized by CHICO CHIROPRACTIC CENTER, to provide assessment and/or treatment to our patients, without advanced notice, in the event of our primary healthcare provider's vacation, sickness, or other emergency situation.

Payment: We may disclose your health information to your insurance provider for the purpose of payment or healthcare operations. Example:

- As a courtesy to our patients, we will submit an itemized billing statement to your insurance carrier for the purpose of payment to CHICO CHIROPRACTIC CENTER 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 will contain medical information, including diagnosis, date of injury or condition and codes which describe the health services received.

Workers' Compensation: We may disclose your health information as necessary to comply with State Worker's Compensation Laws.

Emergencies: We may disclose your health information to notify, or assist in notifying, a family member or other person responsible for your care about your medical condition in the event of an emergency or your death.

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, domestic violence, disease or infectious exposure. We may also report to the Food and Drug Administration problems with products or reactions to medications, and 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 of identifying or locating a suspect, fugitive, material witness or missing person, to comply with a court order or subpoena, or other law enforcement purpose.

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

Research: We may disclose your health information to researchers conducting research approved by an institution review board.

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

Specialized Government Agencies: We may disclose your health information for military, national security, prisoner or government benefit purposes.

Marketing: We may contact you for marketing purposes or fundraising purposes as described below:

- If you are not at home, we will leave a message on your answering machine or with the person answering the phone. No personal health information will be disclosed during this recording or message other than the date and time of your scheduled appointment.
- Periodically, we may post a list of names in our office recognizing those who have referred others to our office.
- We may use an open sign-in sheet for patients entering our office.

Change of Ownership: In the event CHICO CHIROPRACTIC CENTER 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. Please be advised, however, that CHICO CHIROPRACTIC CENTER is not required to agree to the restriction that you have requested.
- Upon your request, you have the right to have your health information received or communicated through an alternative method or sent to an alternative location other than the usual method of communication or delivery.
- You have the right to inspect and copy your health information.
- You have a right to request that CHICO CHIROPRACTIC CENTER amend your protected health information. Please be advised, however, that CHICO CHIROPRACTIC CENTER is not required to agree to amend our protected health information. If your request to amend your health information has been denied, you will be provided with an explanation of our denial reason(s) 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 CHICO CHIROPRACTIC CENTER.
- 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:

- CHICO CHIROPRACTIC CENTER reserves the right to amend the 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, CHICO CHIROPRACTIC CENTER is required by law to comply with this Notice.
- CHICO CHIROPRACTIC CENTER is required by law to maintain the privacy of your health information and 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 Gary Weddell, D.C., by calling this office at (530) 345-3043. If Gary Weddell, D.C., is not available, you may make an appointment for a personal conference in person or by telephone within 2 working days.

Complaints: Complaints about your privacy rights or how CHICO CHIROPRACTIC CENTER has handled your health information should be directed to Gary Weddell, D.C., by calling this office at (530) 345-3043. If Gary Weddell, D.C., is not available, you may make an appointment for a personal conference in person or by telephone within 2 days.