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WHAT YOU NEED TO KNOW ABOUT HIPPA PRIVACY RULE

Current federal healthcare law, called the **Health Insurance Portability and Accountability Act (HIPAA)** Rule provides specific requirements aimed at protecting your privacy.

This practice values the importance of trust and privacy involved in the physician-patient relationship. We are committed to protecting your privacy and complying with all privacy rules and regulations.

We have provided this general information about the Privacy Rule to help you better understand you privacy rights and our role in protecting those rights.

WHAT IS THE PRIVACY RULE?

The Rule is a federal law requiring doctors and others involved in providing your healthcare to enforce safeguards to protect the use and release of you health information. It requires that our privacy practices, called *Notice of Privacy Practices*, be shared with you. We are required by laws to obtain your written acknowledgement that this Notice was shared with you. We are permitted by the Rule to use and release the information needed for your treatment, payment of your healthcare, and for operating our practice. However, the Rule requires your consent before releasing your information for purposes other than your treatment, payment of your healthcare, and the operations of our practice.

COMMON TERMS

PHI – *Protected Health Information*-This includes any individually identifiable information about your past, present, or future physical or mental health or information related to the provision or payment of healthcare. Your personal information, including social security number, birth date, and address are also protected.

TPO – *Treatment, Payment, Operations* - This refers to any activity necessary for:

1. Your care and treatment:
2. Payment of the care, treatment, equipment, supplies and services provided: and
3. Operating the practice.

HOW DOES HIPAA HELP PROTECT MY PRIVACY?

- It gives you more control over your health information.
- It sets boundaries on the use and release of health records.
- It establishes safeguards to protect the privacy of health information.
- It enables you to find out how your information may be used and what releases of information have been made.
- It limits release of information to the minimum needed to accomplish the purpose for the release.
- It allows you to examine your health records or to obtain a copy of your records, incl. and electronic copy of your electronic record.
- It allows you to request an amendment to or correction of your records.
- It requires that you be notified of breach of privacy or security of your health information.
- It holds violators accountable.
- It allows you to restrict information released to your health plan that pertains to services that were fully paid by the patient.