



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.

- Understanding Your Health Information -

Each time you visit Pend Oreille Surgery Center a record of your visit is created. This record usually contains your name and other information that may identify you, your symptoms, examination and test results, diagnoses, treatment, plan for future health care, and financial information. This record is sometimes referred to as your "medical record" or "medical chart." In this Center your medical record is maintained as a secure electronic record. This record allows:

- Doctors, nurses, and other health professionals to plan your treatment;
- Our Surgery Center to obtain payment for services we provide to you, such as from health plans, Medicaid, or you; and
- Our Surgery Center to measure the quality of care provided to you.
- We are committed to keeping your health information confidential. We will not use or give to others your health information without your written permission, except as stated in this Notice.

- How We Will Use and Give Out Your Health Information -

a. Treatment, Payment, and Health Care Operations

We will use and give out your health information to provide you with health care treatments, to get paid for our services, and to help us operate our Surgery Center. For example:

- We will give your health information to health care professionals not on our staff, such as other doctors and hospital staff, who help care for you;
- We may send a bill to your health insurance plan or to you; and
- Our Surgery Center may use your medical record to review our performance and make sure you receive quality health care.

b. Other Uses and Disclosures Allowed or Required by Law

We may use or give out your health information for the following purposes under limited circumstances:

- To people who are involved in your care or who help pay for your care, such as your family, your close personal friends, or any other person chosen by you, to notify them of your location, general health, and to assist you in your health care (such as to pickup medicine or help with follow-up care);
- To government agencies that oversee our Surgery Center (such as license and certification inspectors);
- To government agencies that have the right to receive and collect health information (such as to control disease outbreaks);
- When we are ordered by a court or judge;
- To workers' compensation programs when your health problem is from a work-related injury;
- When law enforcement requests information (such as to prevent danger or injury);
- To coroners and funeral directors to allow them to carry out their duties;
- To organ donor agencies (subject to applicable laws);
- For research studies that meet all privacy law requirements (such as research to stop a disease);
- To avoid a serious threat to the health or safety of others;
- To contact you about new treatments or medicines that may help you;

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