

## Palm Beach Obstetrics & Gynecology Summary of Privacy Practices

A copy of the complete "Notice of Privacy Practices" is available upon request or by calling 561.434.0111

### Our Privacy Practices

In the course of providing healthcare services to you, we may use and disclose your protected health information to carry out **treatment**, to pursue **payment**, for **health care operations at our facilities** and for other purposes that are **permitted or required by law**. "Protected health information" is information about you, including demographic information, that may identify you and that relates to your past, present or future physical or mental health or condition and related health care services.

Some of the ways that we may use your information could include the following:

- **Appointment Reminders**
- **To Discuss Treatment Alternatives**
- **Health-Related Benefits and Services**
- **Fundraising Activities**
- **Hospital Directory**
- **Individuals Involved in a Patient's Care or Payment for a Patient's Care**
- **Clinical trials**
- **As Required by Law**
- **To Avert a Serious Threat to Health or Safety**

In the following special situations, we may also be required to use or disclose your health information:

- **Organ and Tissue Donation**
- **Military and Veterans**
- **Workers' Compensation**
- **Public Health Risks**
- **Health Oversight Activities**
- **Lawsuits and Disputes**
- **Law Enforcement**
- **Coroners, Medical Examiners and Funeral Directors**
- **National Security and Intelligence Activities**
- **Inmates**

Palm Beach Obstetrics & Gynecology works closely with several allied companies to provide comprehensive care to our patients. Demographic and medical information may be shared with Laser Skin & Wellness or Altus Research to make our patients aware of new treatments, products or services that may impact their health. PHI may also be used or disclosed in connection with the sale of all or part of its business.

Other uses and disclosures not covered by our Notice of Privacy Practices or the laws that apply to us will be made only with a patient's written permission.

### Patient Rights

Patients have the following rights regarding medical information maintained by Palm Beach Obstetrics & Gynecology

- **Right to Request Restrictions on who has access to information**
- **Right to Receive Confidential Communication**
- **Right to Inspect and Copy**
- **Right to Amend**
- **Right to an Accounting of Disclosures**
- **Right to a Paper Copy of the Palm Beach Obstetrics & Gynecology Notice of Privacy Practices**
- **Right to File a Complaint**

*Patients will not be penalized for filing a complaint. Palm Beach Obstetrics & Gynecology is committed to protecting an individual's rights under the Health Insurance Portability and Accountability Act ("HIPAA") and at no point will require an individual to waive their right to file a complaint as a condition of the provision of treatment.*

### Important Contact Information

**Palm Beach Obstetrics & Gynecology Privacy Officer**

Vivian Viteri, Office Administrator  
4671 S Congress Avenue, Suite 100-B  
Lake Worth, FL 33461  
561.434.0111

**U.S. Department of Health and Human Services (HHS), Office for Civil Rights (OCR)**

Voice Phone 404.562.7886 <http://www.hhs.gov/ocr/>  
FAX 404.562.7881

By signing this form, I acknowledge that I have been made aware of the Palm Beach Obstetrics and Gynecology's "Notice of Privacy Practices" and was offered a copy. I understand I am not required to sign this authorization.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name