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NOTICE OF PRIVACY PRACTICES

Below is a summary of our Notice of Privacy Practices, which describes how we may use and disclose your medical and personal records information and how you should have access to your information.

Our Pledge to Protect Your Privacy

Cogent Family Healthcare and Dr. Stephen J. Sims is committed to protecting the privacy of your medical information. So that we may best meet your medical needs, we share your medical records with the healthcare providers involved in your care. We share your information only to the extent necessary to collect payment for the services we provide, to conduct our business operations, and to comply with the laws that govern health care. We will not use or disclose your information for any other purpose without your permission.

Your Rights Regarding Medical Information About You

- To inspect and obtain a copy of your medical records with certain limitations.
- To request an amendment or addendum to your medical record.
- To request restrictions on certain uses and disclosures of your medical information.
- To request when and where to contact you.

We may use and disclosure your personal and health information without your authorization for the following purposes:

- To provide you with health treatment.
- To bill and receive payment for the treatment received.
- As required and permitted by law.
- For public health services activities (e.g. reporting abuse).
- To a coroner, medical examiner, funeral director or organ procurement organization for certain purposes.
- To a court or administrative order, subpoena, discovery request for other lawful process.
- To a health oversight agency, such as the California Department of Health Services.

Acknowledgement of receipt of Notice of Privacy Practice.

Cogent Family Healthcare
Stephen J. Sims M.D. Privacy Officer

I hereby acknowledge that I was offered a copy of the medical practices Notices of Privacy Practice.

Signature

Date