

SUMMARY OF THE UNIVERSITY HEALTH SERVICES NOTICE OF PRIVACY PRACTICES

University Health Services (UHS) has always had privacy and patient confidentiality standards in place to ensure appropriate access or disclosure of protected health information. A new federal law called the Health Insurance Portability and Accountability Act (HIPAA) provides additional safeguards for ensuring your health information is adequately protected. HIPAA also requires UHS to provide you with a *Notice of Privacy Practices* that explains how medical information may be used and disclosed and also explains your rights related to your medical information.

The following is a summary of the types of activities for which protected health information may be used and disclosed, as permitted by law:

- Treatment: UHS may access and disclose information about you for the purpose of providing you treatment and services.
- Payment: UHS may access and disclose information about you to bill for services and treatment you received.
- Health Care Operations: UHS may access and disclose information about you to carry out functions necessary to run the health service and to continually improve the quality and effectiveness of the health care and services it provides.
- To advise you of the services UHS provides
- For UHS fundraising
- To communicate to the individuals that are involved in or responsible for your care or treatment
- For certain research activities
- For health and safety functions authorized by law, such as required disease or abuse reporting
- For worker's compensation purposes
- For legal proceedings
- For health oversight activities such as inspections, audits and investigations
- For certain law enforcement activities
- For military and national security activities
- To funeral directors and coroners

You have the right to do the following:

- Review and receive a copy of your health information
- Request that limits be put on the use or disclosure of your health information
- Request that communications about your health information be made in ways that further protect your privacy
- Request to have corrections made to your health information
- Receive a listing of where and when your health information was disclosed