



## 東北醫療中心

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(415) 391-9686  
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### **NORTH EAST MEDICAL SERVICES (NEMS) SUMMARY NOTICE OF PRIVACY PRACTICES**

Effective Date: 4/14/2003    Revised Date: 10/01/2008

**THIS IS A SUMMARY OF THE ATTACHED NEMS NOTICE OF PRIVACY PRACTICES, WHICH DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW THIS SUMMARY AND THE ATTACHED FULL NOTICE CAREFULLY.**

#### **OUR PLEDGE TO PROTECT YOUR PRIVACY**

NEMS is committed to protecting the privacy of your protected health information (PHI). Your care and treatment is recorded in a health record. To best meet your health care needs, NEMS shares your PHI with health care providers involved in your care. We also share your PHI, but only to the extent necessary, to collect payment for services provided, to conduct business operations, and to comply with laws that govern health care. NEMS will not use or disclose your PHI without your permission unless legally required.

#### **WHO WILL FOLLOW THE RULES IN THIS NOTICE**

All NEMS staff and its vendors must follow these rules.

#### **YOU HAVE THE RIGHT TO REQUEST IN WRITING TO: (For exceptions, refer to NEMS full notice)**

- Read and/or obtain a copy of your PHI except when not allowed (charges may apply);
- Restrict your PHI from being shared with certain individuals;
- Correct information that you believe is wrong or add information to your PHI;
- Restrict your PHI from being used for certain purposes, such as for research;
- Ask NEMS to send copies of your PHI to whomever you wish (charges may apply);
- Receive an accounting of disclosure of your PHI by NEMS;
- Ask NEMS to communicate with you in a certain way or at a certain location; and
- Receive a copy of the full version of our Notice of Privacy Practices.

#### **NEMS MAY USE AND DISCLOSE HEALTH INFORMATION ABOUT YOU:**

- To provide you with health care treatment and services;
- To bill and receive payment for the treatment and services you receive;
- For functions necessary to run NEMS and assure that our patients receive quality and care; and
- As required or permitted by law.

#### **HEALTH-RELATED BENEFITS AND SERVICES**

NEMS may use and disclose your PHI to inform you about health-related benefits or services such as announcements about free or reduced fees for special tests. Our Pharmacy Department usually conducts drug consults at the pharmacy window; if you wish, you may ask that your consult be done in a separate, private area.

**NEMS MAY USE AND DISCLOSE HEALTH INFORMATION WITHOUT YOUR AUTHORIZATION:**

- For workers' compensation or similar programs;
- For public health activities (e.g., reporting abuse or reactions to medications);
- To health oversight agencies, such as the California Department of Health Care Services, the United States Department of Health and Human Services, Medicare, Medi-Cal, and private insurance companies;
- In response to a court or administrative order, subpoena, warrant or similar process;
- To law enforcement officials in certain limited circumstances;
- To a coroner, medical examiner or funeral director; and
- To organizations that handle organ, eye, or tissue procurement or transplantation.

The NEMS Notice of Privacy Practices may be revised or updated from time to time. Please review the full Notice for a more detailed description of our privacy practices and your rights regarding your medical information.

**For further information about the full Notice of Privacy Practices, please contact NEMS' Privacy Official at (415) 391-9686.**