

## **PRIVACY POLICY AND PRACTICES STATEMENT**

The Dental Office of Jerome Bogin, D.D.S., P.L.L.C. and Matthew J. Baron, D.M.D, (**THE PRACTICE**) is committed to complying with the Standards for Privacy of Individually Identifiable Health Information (the "Privacy Regulation") and other regulations issued pursuant to the Health Insurance Portability and Accountability Act of 1996, (collectively, "HIPPA") on your behalf, herein referred to as the **PATIENT**.

1. **Treatment and Services.**

THE PRACTICE may use or disclose Protected Health Information (PHI) on behalf of, or to provide treatment and services to, the PATIENT, if such use or disclosure of PHI would not violate the Privacy Rule.

THE PRACTICE is permitted to use and disclose Protected Health Information as long as it obtains written authorization (consent) from a patient prior to using or disclosing personal health information for purposes other than treatment, payment or health care operations.

THE PRACTICE agrees not to use or disclose PHI other than as permitted or required by the Agreement or as Required by Law and to use appropriate safeguards to prevent use or disclosure of the PHI other than as provided by this Agreement.

THE PRACTICE may use PHI for the proper care and treatment of the PATIENT or to carry out the appropriate care of the PATIENT.

THE PRACTICE is permitted to disclose the PHI in its possession to third parties for the purpose of proper management and administration provided that the purpose is to provide the third party with data analyses relating to the Health Care Operations of the PATIENT (such as for dental insurance purposes).

2. **Patient Rights**

The PATIENT'S Protected Health Information (PHI) should not be disclosed except as authorized under the HIPPA regulations.

It is the right of the PATIENT to limit the use of his or her PHI.

It is the right of the PATIENT to obtain access to his or her PHI.

It is the right of the PATIENT to request communication regarding PHI by a different means or location.

It is the right of the PATIENT to request an amendment to his or her PHI.

It is the right of the PATIENT to request of an accounting of any non-TPO disclosures of PHI.