



## SUMMARY NOTICE OF PRIVACY PRACTICES

### Halifax Heart Center

This is a summary and the detailed notice describes how medical information about you may be used and disclosed. Please review it carefully.

Halifax Heart Center (HHC) collects health information from you and stores it in a chart and on a computer. This is your medical record. The medical record is the property of HHC, but the information in the medical record belongs to you. HHC protects the privacy of your health information. The law permits HHC to use or disclose your health information for the following purposes:

- **Treatment** : Example: an HHC nurse may read your medical chart in order to care for you
- **Payment**: Example: We may send information about you to your insurance company in order to get paid.
- **Regular Health Care Operations**: Example: We may provide health information to students who are authorized to receive training in our facility.

As a Patient you have the following rights:

- RIGHT TO NOTICE OF PRIVACY PRACTICES
- RIGHT OF ACCESS AND INSPECTION
- RIGHT TO AMEND
- RIGHT TO AUTHORIZE NON-TREATMENT USES
- RIGHT TO ACCOUNTING OF DISCLOSURES
- RIGHT TO REQUEST RESTRICTIONS ON USE
- RIGHT TO REQUEST ALTERNATIVE CHANNELS OF COMMUNICATION
- RIGHT TO COMPLAIN TO ENTITY OR HHC.

*Effective Date of this notice: 04/19/2014.*

### ACKNOWLEDGEMENT OF RECEIPT

This is to acknowledge that I have read this Summary Notice of Privacy Practices and may request a copy for my files.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Relationship if other than patient: \_\_\_\_\_