

The Health Insurance Portability and Accountability Act of 1996
DENTAL ESTHETICS OF BOCA RATON, P.A.

Notice of Privacy Practices
Effective December 01, 2005

Important Information About Your Privacy Rights

This notice describes how your medical information about you may be used and disclosed and how you can get access to this information

Please read carefully

Our Legal Responsibility

Dental Esthetics of Boca Raton, P.A. recognizes the trust that our member place in us and the importance of protecting the confidentiality of nonpublic, personal, financial and health related information that we collect from them and/or their behalf. We are required by law to maintain the privacy of your medical information. We are also required by law to provide you with this notice about our privacy practices ("Notice"), our legal duties and your rights concerning your medical information.

What Information Dental Esthetics of Boca Raton, P.A. Collect

We collect protected health information about our patients from the following sources:

1. Information we receive from eligibility and enrollment applications and other forms, including such demographics data as name, address, date of birth, and social security number.
2. Information about your transactions with us, our affiliated health care providers or others, with whom we have a formalized business, associate relationship utilized for the delivery of certain health care services.

Our Uses and Disclosures of Your Medical Information

Now that you have received this notice the law permits us to disclose your medical information without your written consent or authorization when such disclosure is necessary to assist us with providing your health care and health care benefits. We use and disclose medical information about you as follows:

Treatment

Dental Esthetics of Boca Raton, P.A. may disclose your medical information to doctors, nurses, hospitals, and other health care providers for the coordination of your health care or related services or to provide you with preventative care reminders or treatment option information.

Payment

Dental Esthetics of Boca Raton, P.A. may use and disclose your medical information to pay claims from doctors, hospitals, and other providers of services delivered to you at the office, to determine eligibility for benefits, to examine medical necessity and to issue explanations of benefits and payments.

Health Care Operations

Dental Esthetics of Boca Raton, P.A. may use or disclose your medical information in the process of the routine operations of the organization related to health care, such as quality assurance, utilization review, internal audit, accreditation, certification, and in certain routine insurance related activities.

You and Your Authorization

Dental Esthetics of Boca Raton, P.A. must disclose your medical information to you, as described in the Individual Rights section of this Notice. You may give us written authorization to use your medical information or to disclose it to anyone for any purpose. Without your written authorization, we will not use or disclose your medical information for any reason except those described in this Notice.

Your Family and Friends

Dental Esthetics of Boca Raton, P.A. may disclose to a family member, a friend, or other persons you indicate are involved in your care or payment for your care, your medical information that is directly relevant to their involvement. We may use or disclose your name, location, and general condition to notify a family member or friend about your situation. If you are present, we will give you an opportunity to object before we disclose your medical information to these persons. If you are incapacitated or in an emergency, we may disclose your medical information to these persons if we believe that the discloser is in your best interest.

Business Associates

Dental Esthetics of Boca Raton, P.A. may use and disclose your health information to our contractors, agents, and other business associates who need the information in order to assist us with obtaining payment or carrying out our other business operations. Some examples of business associates include consultants, accountants, lawyers, pharmacy claims administrators and other delegated entities. If we do disclose your health information to do a business associate, we will have a written contract to ensure that our business associate also protects the privacy of your medical information.

Regulatory and Law Enforcement Authorities

Dental Esthetics of Boca Raton, P.A. may disclose your medical information to a variety of regulatory and/or law enforcement authorities. For example, we may share information with insurance and health oversight agencies, such as the Florida Department of Health in order to comply with requests for audit, inspections, and licensure or during disciplinary proceedings. We may also share information with law enforcement agencies in responding to subpoenas and court orders. In addition we may share information with the appropriate governmental authorities for the reporting of child abuse, or domestic violence.

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