

E2E Vision's Notice of Privacy Act

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This notice describes how medical information about you may be used, disclosed and how you can get access to this information. Please read and review this carefully. If you have any questions, please let us know.

Our commitment to your privacy.

Our office is and has always been dedicated to maintaining the privacy of your medical information. We are also required by law to maintain the privacy of your medical information. The information in this notice is as required by the privacy regulations created as a result of the **Health Insurance Portability and Accountability Act of 1996(HIPAA)**.

Use of your information for treatment, payment and health care operations that do not require your written authorization.

We use information for treatment purposes, when, for example, to make an appointment for you, when your eyes are examined, when the doctor prescribes glasses, contact lenses, or medication for you, etc. We may disclose your information outside of this office for treatment purposes, if, for example, we refer you to another doctor and write or call in a prescription for you, ect. We may share your information with family or friends that are helping you with your health care, **unless you tell us that you object**.

We use your health information for payment purposes when, for example, our staff asks you about your insurance or other sources of payment; when we prepare bills to send to your insurance company; when we process checks or credit card payments. We may disclose your health information outside of our office when we mail or send by computer bills to you or your insurance company or when we occasionally have to ask a collection agency to help us with unpaid bills.

We use your health information for health care operations in a number of ways. Health care operations mean those functions that we do to manage E2E Vision. We may use your health information, for example, for auditing our finances, for the improvement of services, for personal decisions, to enable our doctors to participate in certain health care plans, and for defense of legal matters. We may disclose information to business associates who perform some health care operations, such as medical billing for us and who agree to keep your information private. We may use your health information to inform you of treatment alternatives and/or health-related benefits and services that may be of interest to you.

Uses and disclosures of your health information without your authorization.

We will use or disclose your health information:

- > When it is required by law.
 - > For public health activities, such as preventing or controlling disease, injury or disability; reporting abuse neglect or domestic violence; notifying a person regarding potential exposure to certain contagious diseases; reporting problems with products, medications or devices; notifying you of product recall.
 - > When in response to a court order if you are involved in a lawsuit. We also may disclose your information in response to subpoena, court order or other lawful processes.
 - > For law enforcement activities such as information requested regarding a crime victim, injury resulting from criminal conduct, criminal conduct at our office, in response to a summons, court order, etc., or to identify or locate a suspect or reporting a crime in an emergency.
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- > When necessary to prevent a serious threat to your health and safety or the health and safety of another individual or the public. Under those circumstances, we will only make disclosures to a person or organization able to help prevent the threat.