

Healthcare Oversight. Federal law requires us to release your information to an appropriate health oversight agency, public health authority or attorney, or other federal/state appointee if there are circumstances that require us to do so.

Public health reporting. Your health information may be disclosed to public health agencies as required by law.

Law enforcement. Your health information may be disclosed to law enforcement agencies, without your permission, to support government audits and inspections, to facilitate law enforcement investigations, and to comply with government mandated reporting.

Appointment reminders. The practice may use your information to remind you about upcoming appointments. Typically, appointment reminders are sent by mail in a closed envelope, or, a brief, non-specific message may be left on your answering machine. If you don't approve of these methods, or, if you prefer alternative methods (i.e., email) please inform the practice.

Other uses and disclosures. Disclosure of your health information or its use for any purpose other than those listed above requires your specific written authorization. If you change your mind after authorizing a use or disclosure of your information, you may submit a written revocation of the authorization. However, your decision to revoke the authorization will not affect or undo any use or disclosure of information that occurred before you notified us of your decision.

FOR MORE INFORMATION OR TO REPORT A PROBLEM

If you have complaints, questions or would like additional information regarding this notice or the privacy practices of LOWCOUNTRY GASTROENTEROLOGY ASSOCIATES, PA, please contact:

**PRIVACY OFFICIAL
LOWCOUNTRY GASTROENTEROLOGY
ASSOCIATES, PA
1300 Hospital Drive, Suite 300
Mount Pleasant, SC 29464
843-884-5200**

If you believe that your privacy rights have been violated, please contact the aforementioned practice Privacy Official, or, you may file a complaint with the Office for Civil Rights, U.S. Department of Health and Human Services. There will be no retaliation for filing a complaint with either the practice's Privacy Official or with the Office for Civil Rights. The address for the Office for Civil Rights is listed below:

**OFFICE FOR CIVIL RIGHTS
U.S. Department of Health and
Human Services
200 Independence Avenue, S.W.
Room 509F, HHH Building
Washington, D.C. 20201**

NOTICE OF PRIVACY POLICIES AND PRACTICES FOR LOWCOUNTRY GASTROENTEROLOGY ASSOCIATES, PA

DEAR PATIENT:

**THIS NOTICE DESCRIBES HOW
INFORMATION ABOUT YOU MAY BE
USED AND DISCLOSED AND HOW YOU
CAN GET ACCESS TO THIS
INFORMATION.**

PLEASE REVIEW IT CAREFULLY.

INTRODUCTION

At LOWCOUNTRY GASTROENTEROLOGY ASSOCIATES, PA, we are committed to treating and using protected health information about you responsibly. This Notice describes the personal information we collect, and how and when we use or disclose that information. It also describes your rights as they relate to your protected health information. This Notice is effective April 14, 2003 and applies to all protected health information as defined by federal regulations.

UNDERSTANDING YOUR MEDICAL RECORD/HEALTH INFORMATION

Each time you visit LOWCOUNTRY GASTROENTEROLOGY ASSOCIATES, PA, a