

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

Effective September 7, 2007

The privacy of your medical information is important to us. You may be aware that U.S. government regulators established a privacy rule ('HIPPA') governing protected health information. This notice tells you about how it may be used, and about certain rights that you have.

Sean S. Ravaei, D.P.M. is in charge of privacy matters at our office. You can contact him at (310) 673- 0523 if you desire future information, or have any questions or concerns.

Use and disclosure of protected information.

Federal law provides that we may use your medical information (protected health information) for treatment of you without further specific notice to you, or written authorization by you. For example, if we refer you to a specialist, we may provide laboratory or test data to that specialist (subject to more stringent PA laws, such as restriction on disclosure of information concerning HIV/AIDS).

Federal law provides that we may use your medical information to obtain payment for our services without further specific notice to you, or written authorization by you. For example, under your health plan, we are required to provide them with a diagnosis code for your visit and a description of the services rendered.

Federal law provided that we may use your medical information for health care operation without further specific notice to you, or written authorization by you. For example, our accountants may see your name, dates of treatment and procedure codes during audits of our books.

We may disclose your medical information, without further notice to you, or specific authorization by you, where:

1. required by law;
2. required for public health purposes
3. required by law to report child abuse;
4. where required by a health oversight agency for oversight activities authorized by law, such as the Department of Health, Office of Professional Discipline of Office of Professional Medical Conduct;
5. required by law in judicial or administrative proceedings;
6. required for law enforcement purposes by a law enforcement official;
7. required by a coroner or medical examiner;
8. permitted by law to a funeral director;
9. permitted by law for organ donation purposes;
10. permitted by law to avert a serious threat to health or safety;
11. permitted by law and required by military authorities if you are a member of the armed forces of the United States;
12. research purposes or public health purposes after being de-identified or limited to remove personally identifiable information.

Pennsylvania State law provided additional protection for information regarding HIV/AIDS. We will continue to follow Pennsylvania State law with respect to such information. We may contact you by mail or phone, at your residence, to remind you of appointments or to provide information about treatment alternatives. Unless you instruct us otherwise, we may leave a message for you on an answering device or with any person who answers the phone at your residence. You can make reasonable requests, in writing, for us to use the alternative methods for communication with you in a confidential manner. Space for this provided below. Other uses or disclosures of your medical information will be made only with your written authorization. You have the right to revoke any written authorization that you give.

Rights that you have.

You have the right restrictions on certain of the uses of disclosures described above. Except as stated below, we are not required to agree to such restrictions. You have the right to inspect and obtain copies of your medical information (a reasonable fee will be charged). You have the right to request amendments to your medical information. Such requests must be in writing, and must state the reason for the requested amendment. We will notify you as to whether we agree or disagree with the requested amendment. If we disagree with any requested amendment, we will further notify you of your rights. You have the right to request an accounting of any disclosures we make of your medical information, except for: disclosures we make to you, or to carry our treatment, payment or health care operations, or as requested your written authorization, or as permitted required under 45 CFR 164.502, or for emergency or notification purposes, or for national security or intelligence purposes as permitted by law, or to correctional facilities or law enforcement officials as permitted by law, or for research or public health purposes after being de-identified or limited to remove personally identified information, or disclosures made before September 7 , 2007. If you have received this notice electronically, you have the right to obtain a paper copy from our office.