
NOTICE OF PRIVACY PRACTICES

To Our Patients: This notice describes how health information about you as a patient of this practice may be used and disclosed, and how you can get access to your health information. This is required by the Privacy Regulations created as a result of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

Our commitment to your privacy:

Our practice is dedicated to maintaining the privacy of your health information. We are required by law to maintain the confidentiality of your health information.

We realize that these laws are complicated, however, we must provide you with the following important information:

Use and disclosure of your health information in certain special circumstances.

The following circumstances may require us to use or disclose your health information:

1. To public health authorities and health oversight agencies that are authorized by law to collect information.
2. Lawsuits and similar proceedings in response to a court or administrative order.
3. If required to do so by a law enforcement officer.
4. When necessary to reduce or prevent a serious threat to your health and safety or the health and safety of another individual or the public. We will only make disclosures to a person or organization able to help prevent the threat.
5. If you are a member of U.S. or foreign military forces (including veterans) and if required by the appropriate authorities.
6. To federal officials for intelligence and national security activities authorized by law.
7. To correctional institutions or law enforcement officials if you are an inmate or under the custody of a law enforcement official.
8. For Workers' Compensation and similar programs.

Your Health Information Rights:

1. You have the right to request restrictions on certain uses and disclosures of your health information. Please be advised, however, that NJ Allergy MD, LLC, is not required to agree to the restriction that you requested.
2. You have the right to have your health information received or communicated through an alternative method or sent to an alternative location other than the usual method of communication or delivery. For example, you may ask that we contact you at home, rather than work. We will accommodate reasonable requests.
3. You have the right to inspect and obtain a copy of your health information. You must submit your request in writing to NJ Allergy MD, LLC, 155 Prospect Avenue, Suite 108, West Orange, NJ 07052.
4. You have a right to request that NJ Allergy MD, LLC, amend your protected health information if you believe that it is incorrect or incomplete, provided that the information is kept by or for our practice. To request an amendment, you must submit your request in writing to NJ Allergy MD, LLC, 155 Prospect Avenue, Suite 108, West Orange, NJ 07052.
5. You have a right to receive an accounting of disclosures of your protected health information made by NJ Allergy MD, LLC. You must submit your request in writing to NJ Allergy MD, LLC, 155 Prospect Avenue, Suite 108, West Orange, NJ 07052.
6. You have a right to a paper copy of this Notice of Privacy Practices at any time upon request.
7. Right to file a complaint. If you believe that your privacy rights have been violated, you may file a complaint with our practice in writing to: NJ Allergy MD, LLC, 155 Prospect Avenue, Suite 108, West Orange, NJ 07052. You will not be penalized for filing a complaint. If you are not satisfied with the manner in which this office handles your complaint, you may submit a formal complaint to the Secretary of the Department of Health and Human Services.

Changes to this Notice of Privacy Practices:

NJ Allergy MD, LLC reserves the right to amend this Notice of Privacy Practices at any time in the future, and will make the new provisions effective for all information that it maintains. Until such an amendment is made, NJ Allergy MD, LLC, is required by law to comply with this Notice.

NJ Allergy MD, LLC is required by law to maintain the privacy of your health information and to provide you with notice of its legal duties and privacy practices with respect to your health information. If you have questions about any part of this notice or if you want more information about your privacy rights, please contact NJ Allergy MD, LLC, 155 Prospect Avenue, Suite 108, West Orange, NJ 07052 (Tel. 973-424-1300).

This notice is effective as of 12/1/2019