

Notice:

The effective date of this Notice is April 14, 2003. Eisenstadt Allergy & Asthma, LLP, is required by law to maintain the privacy of protected health information and to provide individuals with this Notice of its legal duties and privacy policy with respect to health information. We are required to abide by the terms of the Notice currently in effect. We reserve the right to change the terms of this Notice and to make new Notice provisions effective for all protected health information retained by us. If terms of this Notice are changed, we will provide individuals with a revised Notice, either at the time of treatment upon request or by posting the revised Notice in designated locations in the Eisenstadt Allergy & Asthma, LLP, offices.

**The privacy of your health
information is important to us.**

*Privacy Officer
Eisenstadt Allergy & Asthma, LLP
Suite 221, 825 Nicollet Mall
Minneapolis, Minnesota 55402
612.339.0807*



**Notice of
PRIVACY PRACTICES**

Please review this document carefully. It describes how health information about you may be disclosed and used, and how you may gain access to this information.

DISCLOSURES AND USES OF YOUR HEALTH INFORMATION

Eisenstadt Allergy & Asthma, LLP, is permitted to use and disclose health information about you for:

Treatment: We will use or disclose your information to provide, coordinate and manage your care and treatment. For example, a physician may share medical information with another physician for consultation or a referral.

Payment: We will use information to receive payment for services we provide. For example, we will disclose information in order to submit bills or claims to insurance companies and Medicare or Medicaid.

Healthcare Operations: We will use and disclose information in connection with our healthcare operations, including but not limited to quality assessment and improvement activities, reviewing the competence or qualifications of healthcare professionals, evaluating provider performance, conducting training programs, accreditation, certification, licensing or credentialing activities. Unless you give us a written authorization, we cannot use or disclose your health information for any reason except those stated in this document.

Appointment Reminders and Other Health Information: We may use information to call you or to send reminders about future appointments.

Family Members or Other Responsible People: We may disclose information to people who will be taking care of you or are responsible for paying your bills, such as other family members. Eisenstadt Allergy & Asthma, LLP, will disclose only medical information that those individuals need to know. We may also use information to inform other family members or other responsible people of your general medical condition if you are unable to make your own healthcare decisions. If you are able to make your own healthcare decisions, we will ask permission

before using medical information to allow another family member to pick up a prescription for you.

Emergency Conditions: Under emergency conditions, we may disclose information about you to government or other groups that assist in emergencies or disasters.

Other Uses or Disclosures: We may disclose or use information in the following cases: when required by law; for public health activities; relating to victims of abuse, neglect, or domestic violence; for health oversight activities; for judicial and administrative proceedings to the extent permitted by law; for law enforcement purposes as permitted or required by law; to coroners, medical examiners and funeral directors as permitted by law; for organ donation purposes; for research purposes under certain circumstances; to avert a serious threat to health or safety; for certain specialized government functions such as military discharge and national security and intelligence; and for workers' compensation purposes.

PRIVACY RIGHTS

Restrict Use and Disclosures: You may request that Eisenstadt Allergy & Asthma, LLP, not use medical information in certain ways or for certain purposes. You may also request that we not provide medical information to certain people. However, we have the right to refuse your request. We may use or disclose your information in situations requiring emergency treatment, in which case we will ask the person(s) who receives the information not to further use or disclose the information.

Provide Confidentiality: You may request that Eisenstadt Allergy & Asthma, LLP, provide you with your medical information in a confidential manner. For example, you may request that we send appointment reminders, bills, and other mailings to a different address or that we notify you of this information in another way, such as by telephone

call. You must make this request in writing and specify another address or means of communication. We must agree to your written request. We may also ask you to give us information about how you will pay your bills.

Inspection and Copy: You may ask to see and copy your medical records, unless that information is protected by law. You must make this request in writing. If your request to view or copy your medical records is denied, you have the right to have the denial reviewed by a healthcare professional. We will act upon your request within thirty (30) days, and may charge you a legally acceptable amount for copying costs.

Change Information or Amend Medical Records: You may ask us to change information in your medical records. If your request is denied, you may write a statement of disagreement with the denial which we will keep with your medical information.

Accounting of Disclosures: You may ask us to provide you with information about certain disclosures of your medical information we made in the past. Requests for accountings may not be made before April 14, 2003. After April 14, 2009, your requests may cover the previous six years, back to April 14, 2003.

Privacy Violations: If you feel that your medical information privacy rights have been violated, you may file a complaint with the Secretary of Health and Human Services and/or with the Eisenstadt Allergy & Asthma, LLP, Privacy Officer listed below. Filing a complaint will not affect the quality of services you receive from us, and you will not be retaliated against for filing a complaint.

U.S. Department of Health and Human Services
200 Independence Avenue S.W.
Washington, D.C. 20201
202.619.0257