

NOTICY OF PRIVACY PRACTICES  
OF  
LOWCOUNTRY HAND CENTER

**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.**

All patients have the right to know that their personal health information remains confidential. The Privacy Rights and Practices of Lowcountry Hand Center were established to protect the healthcare information of our patients as required by Section 164.520 of the Health Insurance Portability and Accountability Act of 1996. These guidelines restrict the release of your medical information for the purpose of treatment, payment, and healthcare operations. The following are examples of agencies or facilities to whom your personal health information may be released in the course of your treatment.

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|---------------------------------|-----------------------------|
| * Health Insurance Providers    | * Physician Consults        |
| * Pharmacies                    | * Surgical Facilities       |
| * Laboratory Testing Facilities | * Physical Therapists       |
| * Hospitals                     | * Physician Intern Training |

Other uses or disclosures permitted or required by law:

- |                              |   |
|------------------------------|---|
| * Public Health Activities   | * Reporting Abuse, Neglect or Domestic Violence |
| * Health Inspection Agencies | * Judicial Proceedings                          |
| * Law Enforcement Purposes   | * Disclosures about Decedents (i.e. coroner)    |

**The release of healthcare information to any other source is prohibited without the written authorization of the patient or guardian.**

As a patient or guardian, you have the right to:

- \* Request restrictions on certain uses and disclosures of your health information
- \* Inspect and request changes to your medical records
- \* Obtain a copy of your medical records (Fee charged for copies)
- \* Find out what disclosures of your records have been made
- \* Receive confidential communications
- \* Ask questions about the Privacy Policy
- \* File a complaint with Lowcountry Hand Center or the Secretary of Health and Human Services without fear of any reprisals, if you believe your privacy rights have been violated.