

Notice of Privacy Practices for Protected Health Information (PHI)

Effective Date: January 2025

This Notice of Privacy Practices (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.

Our Commitment to Your Privacy

Cairo Diagnostics is committed to protecting the privacy of your health information. We understand that medical information about you is personal and are committed to safeguarding it. This Notice describes our privacy practices and how we comply with the Health Insurance Portability and Accountability Act (HIPAA) of 1996.

How We May Use and Disclose Your Health Information

1. **Treatment:** We may use or disclose your health information to provide, coordinate, or manage your healthcare and related services. For example, we may share your information with other healthcare providers involved in your treatment.
2. **Payment:** We may use or disclose your health information to obtain payment for the services we provide to you. This may include communicating with your health insurance provider to obtain authorization for services or billing them directly.
3. **Healthcare Operations:** We may use or disclose your health information for healthcare operations. These uses are necessary to run our practice and ensure that all patients receive quality care. For example, we may use your information for internal audits or quality improvement efforts.
4. **Required by Law:** We may disclose your health information when required to do so by federal, state, or local law, or to comply with legal obligations.
5. **Public Health Activities:** We may disclose your health information to public health authorities for the purpose of preventing or controlling disease, injury, or disability.
6. **Research:** Under certain circumstances, we may use or disclose your health information for medical research. However, your personal identifiers will be removed to protect your privacy.
7. **Health Oversight Activities:** We may disclose your health information to governmental agencies responsible for health oversight activities, including audits, inspections, or investigations.
8. **Legal Proceedings:** We may disclose your health information in response to a court order, subpoena, or other legal processes.

Your Rights Regarding Your Health Information

1. **Right to Inspect and Copy:** You have the right to inspect and copy your health information, including medical and billing records, except in certain circumstances.
2. **Right to Amend:** You have the right to request an amendment to your health information if you believe that it is incorrect or incomplete. We may deny your request if the information is accurate or not subject to amendment.
3. **Right to Request Restrictions:** You have the right to request restrictions on certain uses and disclosures of your health information. We are not required to agree to all requests, but we will consider them.
4. **Right to Confidential Communications:** You have the right to request that we communicate with you about your health information in a certain way or at a certain location, such as by mail or phone.
5. **Right to an Accounting of Disclosures:** You have the right to request a list of disclosures of your health information that we have made, except for disclosures for treatment, payment, and healthcare operations.
6. **Right to File a Complaint:** If you believe that your privacy rights have been violated, you have the right to file a complaint with us or with the U.S. Department of Health and Human Services (HHS) Office for Civil Rights. We will not retaliate against you for filing a complaint.

How to Exercise Your Rights

To exercise any of your rights listed above, please contact our office at www.cairodiagnostics.com. We may require you to submit a written request for certain actions.

Changes to This Notice

We reserve the right to change this Notice at any time. Any changes to the Notice will be effective for all health information we maintain, including information we created or received before the changes were made. We will post a copy of the current Notice on our website. You may also request a copy of the Notice from us at any time.

Contact Information

For questions or to file a complaint, please contact:
www.cairodiagnostics.com

Cairo Diagnostics

244 Westchester Ave, Harrison, NY 10604

(914) 339-5000