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Auburn Dermatology & Laser Center
Notice of Privacy Practices

The Health Insurance Portability and Accountability Act (HIPAA) was passed by congress in 1996 and was established to protect the privacy and security of personal health information and set limits and conditions on the uses and disclosures of such information without patient authorization.

Auburn Dermatology & Laser Center is required by law to maintain the privacy of your protected health information (PHI). This information consists of all records related to your health, including demographic information either created by Auburn Dermatology or received by Auburn Dermatology & Laser Center from other healthcare providers.

We are required to provide you with notice of our legal duties and privacy practices to your PHI. These legal duties and privacy practices are described in this notice. Auburn Dermatology & Laser Center will abide by the terms of this notice. We reserve the right to change the terms of this notice and to make any new provisions effective for all PHI that we maintain. Patients will be provided a copy of any revised notices upon request. An individual may obtain a copy of the current notice from our office at any time.

Uses and Disclosures of your PHI that do NOT require your consent

Auburn Dermatology & Laser Center may use and disclose your PHI without your written consent or authorization, for certain treatment, payment and healthcare operations.

TREATMENT MAY INCLUDE:

- Providing, coordinating or managing healthcare and related services by one or more healthcare providers
- Consultations between healthcare providers concerning a patient
- Referrals to other providers for treatment
- Referrals to nursing homes or other home health agencies

PAYMENT ACTIVITIES MAY INCLUDE:

- Activities undertaken by Auburn Dermatology & Laser Center to obtain reimbursement for services provided to you
- Determining your eligibility for benefits or health insurance coverage
- Managing claims and contacting your insurance company regarding payment
- Collections activities to obtain payment for services provided to you
- Reviewing healthcare services and discussing with your insurance company the medical necessity of certain services or procedures, coverage, appropriateness of care or justification of charges.
- Obtaining pre-certification and/or pre-authorization of services to be provided to you

HEALTHCARE OPERATIONS MAY INCLUDE:

- Contacting healthcare providers and patient with information about treatment alternatives
- Conducting quality assessment and improvement activities
- Conducting or arranging for medical review, legal services and auditing functions.

We may not disclose your PHI to family members or friends who may be involved with your treatment or care without your written permission. Health information may be released without written permission to a parent, guardian or legal custodian of a minor child; the guarding of an incompetent adult; the healthcare agent designated in an incapacitated patient's healthcare power of attorney; or the personal representative or spouse of a deceased patient.

There are additional situations when Auburn Dermatology & Laser Center is permitted or required to disclose your PHI without your consent or authorization including: as permitted or required by law or as required by law for public health activities.