

MCALLEN SURGEONS, L.L.P.

PATIENT PRIVACY NOTICE

Effective April 14, 2003

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) is a federal program that requires that all medical records and other individually identifiable health information uses or disclosed by us in any form are kept properly confidential. This Act gives you the patient significant new rights to understand and control how your health information is used. HIPAA provides penalties for covered entities that misuse personal health information.

As required by HIPAA, we have prepared this explanation of how we are required to maintain the privacy of your information and how we may use and discuss your health information.

We may use and disclose your medical records only for each of the following purpose: Treatment, payment and health care operations.

- Treatment means providing, coordinating or managing health care and related services by one of more health care providers. An example of this would include surgical services provided by us.
- Payment means such activities as obtaining reimbursement for services, confirming coverage, billing or collection activities and utilization review. An example of this would be sending a bill for your visit to your insurance company for payment.
- Health care operations include the business aspects of running our practice, such as conducting quality assessment and improvement activities, auditing functions, cost-management analysis and customer service. An example would be an internal quality audit.

We may also create and distribute de-identified health information by removing all references to individually identifiable information.

Any other uses and disclosures will be made only with your written authorization. You may revoke such authorizations in writing and we are required to honor and abide by that written request, except to the extent that we have already taken actions relying on your authorization.

You have the following rights with respect to your protected health information, which you can exercise by presenting a written request to the privacy officer.

- Right to request restrictions on certain uses and disclosures of protected health information, including those related to disclosures to family members, other relatives, close personal friends or any other person identified by you. We are, however, not required to agree to a requested restriction, if we do agree to a restriction, we must abide by it unless you agree in writing to remove it.

Right to reasonable request to receive confidential communication of protected health information from us by alternative means or at alternative locations.

- Right to inspect and copy your protected health information.
- Right to amend your protected health information.
- Right to receive an accounting of disclosures of protected health information.
- Right to obtain a paper copy of the notice from us upon request.
- Right to inspect and obtain a copy of protected health information, with certain exceptions.
- McAllen Surgeons, L.L.P. reserves the right to change this Notice of Privacy Practice as needed from time to time.

McAllen Surgeons, L.L.P. will make all reasonable efforts to be in compliance with the HIPAA regulations. Should you wish to file a complaint regarding our efforts, you may do so with our compliance Officer or with the United States Department of Health and Human Services, Office of Civil Rights. Their local office address is: Office of Civil Right, U.S. Department of Health and Human Services, 1301 Young Street, Suite 1169, Dallas, Texas 75202. Their phone number is (214) 767-0432.