Your Choices

For certain health information, you can tell us your choices about what we share. If you have a clear preference for how we share your information in the situations described below, talk to us. Tell us what you want us to do, and we will follow your instructions.

In these cases, you have both the right and choice to tell us how to:

- Tell family, friends, close others or others involved in your care about your condition
- Share information in a disaster relief situation
- Include your information in a health care directory

If you are not able to tell us your preference, for example if you are unconscious, we may go ahead and share your information if we believe it is in your best interest. We may also share your information when needed to lessen a serious and imminent threat to health or safety.

Except as permitted or required by law, in these cases we never share your information unless you give us written permission:

- Most marketing purposes
- Most sharing of psychotherapy notes, specialized substance abuse program records, and HIV-related testing and treatment
- We may contact you for fundraising efforts, but can tell us not to contact you again

How do we typically use or share your health information?
- We typically use or share your health information in the following ways:
  - Treatment: We can use your health information and share it with other professionals who are treating you.
  - Run our organization: We can use and share your health information to improve your care, and contact you when necessary.
  - For special government functions: For example, we use health information about you to manage your treatment and services.
  - For your services: We can use and share your health information to bill you and get payment from health plans or other entities.

We may use and share your information as we:

- Treat you
- Share information with other professionals who are treating you
- Run our organization
- For your services
- For special government functions
- For lawsuits
- With health oversight agencies
- For workers' compensation claims
- Reporting suspected abuse, neglect, personal injury or death
- Preventing or reducing a serious threat to anyone's health or safety
- Do research
- For a coroner, medical examiner or funeral director
- For special government functions
- Respond to lawsuits or legal actions
- Law enforcement purposes or with a law enforcement agency
- Reporting adverse reactions to medications
- Reporting of deaths resulting from testing and treatment
- For research
- For treatment
- For public health purposes
- With the Human Services Office for Civil Rights to see that we're complying with federal privacy laws
- For human resources activities
- For workers' compensation claims
- For law enforcement purposes or with a law enforcement official
- For worker's compensation claims

We are required or allowed to share your information in other ways – usually in ways that contribute to the public good, such as public health and research. We have to meet many conditions in the law before we can share your information for these purposes.

For more information see www.hhs.gov/ocr/privacy/hipaa/understand-ing/consumers/index.html.

Our Responsibilities

We are required by law to maintain the privacy and security of your protected health information.

- We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
- We must follow the duties and privacy practices described in this notice and give you a copy of it.
- We will not use or share your information other than as described unless you tell us we can in writing. If you tell us we can, you may change your mind at any time. Let us know in writing if you change your mind.

For more information see www.hba.org/our/privacy/hipaa/understanding/consumers/index.html.

Changes to the Terms of this Notice

We can change the terms of this notice and the changes will apply to all information we have about you. The new notice will be available upon request, in our offices, and on our website.

Effective Date: September 23, 2013

Jun2020, Rev3

Our Uses & Disclosures

This Joint Notice of Privacy Practices applies to HHC Member Organizations.

The following covered entities and their respective medical staff are part of an Organized Health Care Arrangement. If you have a question about this Notice, would like to exercise your privacy rights, or if you feel that your privacy rights have been violated, you may contact the appropriate HHC Member Organizations using the information provided below:

Hartford HealthCare
Principia Care
80 Seymour Street
Hartford, CT 06102
Phone: 860.972.1525
https://hartfordhealthcare.org

Hartford HealthCare Senior Services (Bristol)
100 Independence Avenue SW, Washington, DC 20020, calling 1.877.696.6775, or visiting www.hhs.gov/ocr/privacy/hipaa/complaints/