

**EDGEWOOD NATURAL HEALTH, LLC**  
**NOTICE OF PRIVACY PRACTICES**  
**September 1<sup>st</sup>, 2007**

**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.**

Edgewood Natural Health, LLC respects your privacy. We understand that your personal health information is very sensitive. We will not disclose your information to others unless you tell us to do so, or unless the law authorizes or requires us to do so. The law protects the privacy of the health information we create and obtain in providing our care and services to you. For example, your protected health information includes your symptoms, test results, diagnoses, treatment, health information from other providers, and billing and payment information relating to these services. Federal and state law allows us to use and disclose your protected health information for purposes of treatment and health care operations. State law requires us to get your authorization to disclose this information for payment purposes.

Your health care information may be provided for treatment purposes to others rendering you medical care. Your medical information will be disclosed to your insurance company for purposes of obtaining payment or complying with medical quality reviews. Your information may also be used to conduct our operations, such as reminding you of appointments, notifying you of available services, and providing you with health-related information. We may also use your information to conduct or arrange for services, such as accounting, legal, risk management, insurance services, and to comply with audits.

#### **Your Health Information Rights**

The health and billing records we create and store are the property of the practice/health care facility. The protected health information in it, however, generally belongs to you. You have the right to receive, read, and inquire about the most current version of this Notice. You have a right to request in writing:

- Restriction of certain uses and disclosures. We are not required to grant this request;
- A copy of your health information;
- Review a denial of access to your health information, except in certain circumstances;
- A change to your health information. If denied, you may include a statement of disagreement in your medical record.
- A list of disclosures (except to third-party payors) once every 12 months free of charge.
- Your health information be given to you by another means or at another location.
- Revocation of any prior authorizations to use or disclose health information. This does not affect information that has already been released. You may not be able to cancel an authorization if its purpose was to obtain insurance.

#### **Our Responsibilities**

We are required to keep your protected health information private, give you this Notice; and follow the terms of this Notice. We have the right to change our practices regarding the protected health information we maintain.

#### **To Ask for Help or Complain**

If you have questions, want more information, or want to report a problem about the handling of your protected health information, you may contact John Frostad, L.Ac. / 1322 Meridian East, Suite B, Milton, WA 98354 / (253) 927-5905. You may also file a complaint with the U.S. Secretary of Health and Human Services.

#### **Notification of Family and Others**

Unless you object, we may release health information about you to a friend or family member who is involved in or helps pay for your medical care. We may tell your family or friends your condition and that you are in a hospital. In addition, we may disclose health information about you to assist in disaster relief efforts.

#### **Other Uses and Disclosures of Protected Health Information**

There are many other unusual circumstances which may require use of your health information. Uses and disclosures not in this Notice will be made only as allowed or required by law or with your written authorization.

#### **Website**

For your convenience, a current version of this Notice can be found at our website, [www.ewnaturalhealth.com](http://www.ewnaturalhealth.com)