NOTICE OF PRIVACY PRACTICES

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.

Purpose of Notice: This Notice of Privacy Practices describes how Campus Health may use and disclose your Protected Health Information to carry out treatment, payment or healthcare operations and for other purposes permitted or required by law. This Notice will also describe your rights and certain obligations we have prior to using or disclosing your PHI. “Protected Health Information” or “PHI” is information about you or your minor child, including demographic data such as name, address, phone numbers, etc., that may identify you or your minor child and that relates to your or your minor child’s past, present or future physical or mental health and related healthcare services.

Campus Health understands that PHI about you is personal and confidential, and we are committed to protecting its confidentiality. Campus Health creates a record of your healthcare experience. This record contains PHI about you that may be used to inform Campus Health to provide such services and to comply with legal requirements. Campus Health is required by law to provide this Notice and to maintain the privacy of your PHI. We must abide by the current version of this Notice, and we reserve the right to change the privacy practices described in it, with such changes to be effective for all PHI created or obtained by Campus Health after the date of the effective date of the change. This Notice, including any updates, may be viewed or printed at www.campushealth.unc.edu.

This Notice describes the practices of Campus Health healthcare professionals, employees, Students-in-training and others who work or provide healthcare services at Campus Health.

Your Privacy Rights: You have the following rights relating to your Protected Health Information and may:

- Request a paper copy of this Notice.
- Inspect and/or obtain a copy of PHI in records used to make decisions about you. You have a right to a copy of such records in their original electronic version, or if this is not possible, in another electronic form that is mutually agreeable to you and Campus Health.
- Ask Campus Health not to use or disclose certain PHI about you, or to limit the uses and disclosures of PHI about you by Campus Health.
- Request and obtain an electronic copy of your PHI. Campus Health may charge you related fees, and under certain circumstances, may deny this request.
- Revise or correct your PHI. Campus Health may make any requested revisions to the extent permitted by law. If Campus Health cannot make the requested revision, you will be provided with a written explanation of its decision and your right to submit a written request to the Secretary of Health and Human Services regarding such decision.
- Request a restriction or an alternative means of communication. Campus Health may not be required to accept your request. If Campus Health accepts your request, it will use or disclose PHI in the form or manner that you specify in your request. Campus Health may charge you related fees, and under certain circumstances, may deny this request.
- Receive notice of any breach of your unsecured PHI.

If you believe Campus Health has violated your privacy rights, you may submit a complaint in writing to the Secretary of Health and Human Services. Contact information can be obtained at www.hhs.gov/ocr/privacy/hipaa/complaints/index.html or call (800) 925-4653 or email privacy@hhs.gov.

http://campushealth.unc.edu/privacy

Campus Health Responsibilities: Campus Health is required by law to protect the privacy of your PHI, abide by the terms of this Notice, make this Notice available for you to review at our site, and provide you with an explanation of our privacy practices. Campus Health may use or disclose your PHI for treatment, payment or healthcare operations as described in the Notice, and may use or disclose PHI as described in the Notice for fundraising purposes. Campus Health may use or disclose PHI as otherwise permitted or required by law, including as described in this Notice.

If you think Campus Health has violated your privacy rights, you may submit a complaint in writing to the Secretary of Health and Human Services. Contact information can be obtained at www.hhs.gov/ocr/privacy/hipaa/complaints/index.html or call (800) 925-4653 or email privacy@hhs.gov.

If you have questions or comments about your privacy rights or our privacy practices, please contact the Campus Health Privacy Officer at the University of North Carolina at Chapel Hill, Campus Health, Attn: Privacy Officer, CB# 7470, Chapel Hill, NC 27599-7470. You may also send a written complaint to the United States Secretary of the Department of Health and Human Services. Contact information can be obtained at www.hhs.gov/ocr/privacy/hipaa/complaints/index.html or call (800) 925-4653 or email privacy@hhs.gov.

California Privacy: This notice describes the practices of Campus Health healthcare professionals, employees, Students-in-training and others who work or provide healthcare services at Campus Health.