

**Perinatal & Pediatric Specialists Medical Group, Inc., DBA
Children's Specialists Medical Group of Sacramento, Inc.
Notification of Privacy Practices**

Please carefully read and review this notification as it is made available for you to be informed of our policy regarding the release and disclosure of pertinent information.

Children's Specialists Medical Group of Sacramento, Inc. takes seriously its role in your healthcare which includes your understanding and peace of mind regarding the sensitive nature of one's personal health information and our handling thereof.

Our relationship with you, and its resultant record, is comprised of demographic data including your health insurance information, family and emergency contact information, clinical information and personal identification factors. We will not disclose this information without your written authorization and stipulation as to whom we may release it; except in the provisions made by law and for the purposes of Treatment, Payment and Operation of Healthcare (TPO). Those involved with your care and therefore allowed under the ruling of TPO include your physicians, care providers, pharmacy, laboratory, your insurance company, billing entities, etc.

CSMGS' Commitment to Oblige Include:

- We will preserve the privacy of our patient's Protected Health Information (PHI).
- We will comply with all State and Federal laws and regulations regarding PHI.
- We will provide a printed copy of our Notification of Privacy Practices and will abide by our stated guidelines in said notification.
- We will practice professionalism in all communications and regard your privacy as paramount.

Patient's Rights - Our patient medical records are the property of CSMGS, Inc. to which patients and/or legal representatives have the following access rights:

- To obtain a copy of the medical record by signing a Release of Information. Patients may further authorize individuals be granted likened access to otherwise protected information.
- To review our medical record by requesting an appointment to do so in writing. In the same way, one may also request access to the billing account.
- Patients may request changes to the medical record, in writing, to which CSMGS may or may not comply as is deemed appropriate.
- The right to request an accounting of the disclosures of the medical record or request restriction of disclosure that would otherwise be allowable.
- A patient may request that CSMGS limit their means of communication. For example, to request you be contacted via your home telephone number or via email only. These requests will be accommodated within reason.
- To obtain a copy of our Notification of Privacy Practices and to expect our compliance.

CSMGS' Regulatory Compliance –

- Upon receipt of your written authorization to release a copy of our medical record it is within the rights of the physician to provide a summary statement. Additionally, with your written authorization, we may share Protected Health Information with those whom you have named and authorized.
- Legal Requirements-to-Report will override the privacy protection policy. For example, in the case of the CDC, the WHO, the Coroner's office or other public health reporting agencies, a Court Order, correctional facilities or military organizations having authority over you, a workplace injury or in the event of threatened national security there exists a legal obligation for CSMGS to comply.
- Psychiatric medical care has distinct separation from physical medical care. As such it can and likely will be segregated from the remainder of the patient care record. CSMGS is not required to provide access to this portion of the medical record.

Complaints

In the event that you feel your rights have been violated, you may file a complaint stating as much without fearing repercussion or retaliation.

Complaints may be filed with:

Anne M. Connolly, Chief Operating Officer / Privacy Officer
Children's Specialists Medical Group of Sacramento, Inc.
5301 F Street, Suite 313
Sacramento CA 95819

Or

California Department of Health & Human Services
Secretary of the Department
714 P Street, # 1350
Sacramento, CA 95814

Children's Specialist Medical Group of Sacramento, Inc. reserves the right to amend our privacy practice policies and thereby this notification. In such an event, a posting of the Notification of Privacy Practices will be made in a conspicuous location.