If St. Mary Medical Center denies your request for access to your PHI, St. Mary Medical Center will notify you in writing with the reason for the denial. For example, you do not have the rights to psychotherapy notes or to inspect the information which is subject to law prohibiting access. You may have the right to have this decision reviewed.

You also have the right to request your PHI in electronic format in cases where St. Mary Medical Center utilizes electronic health records. You may also access your record via our website. You must make your request for amendment of your PHI in writing to St. Mary Medical Center, including your reason to support the requested amendment.

However, St. Mary Medical Center will deny your request for amendment if:

A. St. Mary Medical Center did not create the information;
B. The information is not part of the designated record set;
C. The information would not be available for your inspection (due to its condition or nature); or
D. The information is accurate and complete.

If St. Mary Medical Center denies your request for amendment of your PHI in writing to St. Mary Medical Center, including your reason to support the requested amendment.

B. Right to Amend. You have the right to amend your PHI for as long as St. Mary Medical Center maintains the data. You must make your request for amendment of your PHI in writing to St. Mary Medical Center, including your reason to support the requested amendment.

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VI. BREACH OF UNSECURED PHI

If a breach of unsecured PHI affecting you occurs, St. Mary Medical Center is required to notify you of the breach.

VII. SHARING AND JOINT USE OF YOUR HEALTH INFORMATION

In the course of providing care to you and in furtherance of St. Mary Medical Center's mission to improve the health of the community, St. Mary Medical Center will share your PHI with other organizations as described below who have agreed to abide by the terms described below:

A. Medical Staff. The medical staff and St. Mary Medical Center participate in an organized health care arrangement to deliver health care to you. Both St. Mary Medical Center and medical staff have agreed to abide by the terms of this Notice with respect to PHI that was subject to this Notice's terms. If you have any questions, concerns, or want further information regarding the issues covered by this Notice, please contact St. Mary Medical Center's Privacy Official at 610-567-6702. Please go to Trinity Health's website at http://www.trinity-health.org.

C. Business Associates. St. Mary Medical Center will share your PHI with business associates and their Subcontractors contracted to perform business functions on St. Mary Medical Center’s behalf, including Trinity Health which performs certain business functions for St. Mary Medical Center.

VIII. CHANGES TO THIS NOTICE

St. Mary Medical Center will abide by the terms of the Notice currently in effect. St. Mary Medical Center reserves the right to make material changes to the terms of its Notice and to make the new Notice provisions effective for all PHI that it maintains. St. Mary Medical Center will distribute or provide you with a revised Notice at your first visit following the revision of the Notice in cases where it makes a material change in the Notice. You can also ask St. Mary Medical Center for a current copy of the Notice at any time.

IX. COMPLAINTS

If you believe your privacy rights have been violated, you may file a complaint with St. Mary Medical Center’s Privacy Official or with the Secretary of the Department of Health and Human Services. All complaints must be submitted in writing directly to St. Mary Medical Center’s Privacy Official. To file a complaint, write to St. Mary Medical Center, Langhorne-Newtown Road, Langhorne, PA 19047. All complaints must be submitted in writing directly to St. Mary Medical Center’s Privacy Official. To file a complaint, write to St. Mary Medical Center, Langhorne-Newtown Road, Langhorne, PA 19047. All complaints must be submitted in writing directly to St. Mary Medical Center’s Privacy Official. To file a complaint, write to St. Mary Medical Center, Langhorne-Newtown Road, Langhorne, PA 19047.

X. PRIVACY OFFICIAL – QUESTIONS/CONCERNS/ADDITIONAL INFORMATION

If you have any questions, concerns, or want further information regarding the issues covered by this Notice, please contact St. Mary Medical Center’s Privacy Official at 610-567-6702.

Trinity Health
Mid-Atlantic
St. Mary Medical Center

FORM # 021116 REV 8/17
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PERMITTED USE OR DISCLOSURE

A. Treatment: St. Mary Medical Center will use and disclose your PHI to provide, coordinate, or manage your health care and related services. Treatment includes treatment, payment, and health care operations of St. Mary Medical Center. The following are examples of how St. Mary Medical Center will use and disclose your PHI for treatment functions. The following are examples of how St. Mary Medical Center will use and disclose your PHI:

- to an insurance company, third party payer, third party administrator, health plan or other health care provider (or their duly authorized representatives) for payment purposes such as determining coverage, eligibility, pre-authorization/ approval for treatment, billing, claims management, reimbursement audits, etc.
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