



Pathology Associates
Notice of Privacy Practices — for Patients

This notice describes how medical information about you may be used and disclosed and how you can get access to this information. Please read it carefully.

We at Pathology Associates understand that your health information is highly personal and we continue to be carefully committed to safeguarding it. We are required by law to maintain the privacy of identifiable patient health information (PHI) and we are required to abide by the specifics of this notice as long as it is in effect.

Pathology Associates is an Indirect Healthcare Provider. This means that the work we perform on your behalf is the result of specific request from your Primary Provider; that is, your doctor. In the course of performing this work, the laboratory must acquire and retain some Protected Health Information, commonly referred to as "PHI".

PHI is personal information such as name, address, social security number, medical record number, etc. that links you to your pathology/cytology test results. This information is collected and used for the express purpose of correctly reporting your test results to your primary healthcare provider or designee as well as billing companies associated with the service.

PHI may also be used in certain healthcare operations such as internal quality control and auditing as with data transmission integrity checks between our healthcare sites.

In addition, State law may require the disclosure of protected health information to other authorized agencies as is the case with communicable diseases and some judicial proceedings such as workers compensation or litigation.

Disclosure of your PHI for purposes other than those stated above would require your written authorization.

You have the right to review and request corrections to elements of your Protected Health Information and we request these be made to your primary care facility since that is typically Pathology Associates' source for this information.

Regarding requests for actual test results:

As an Indirect Healthcare Provider, *Pathology Associates can release laboratory test results directly to patients; upon written request.* All questions about specific laboratory results need to be directed to the provider who ordered the test(s).

If you believe your privacy rights have been violated or if you have concerns with respect to your personal Protected Health Information or how Pathology Associates manages your PHI you may, without fear of reprisal, write to Pathology Associates, c/o the Privacy Officer at 250 Mercy Drive, RM G211, Dubuque, Ia 52001. Alternatively, you may contact the Secretary of the U.S. Department of Health and Human Services.