

**Southeast Utah Health Department**  
**www.seuhealth.com**

**NOTICE OF PRIVACY PRACTICES**  
**– FOR PROTECTED**  
**HEALTH INFORMATION**  
(Effective: April 14, 2003)

*This Notice describes how medical information about you may be used and disclosed and how you may get access to this information.*

Please review it carefully.

**PRIVACY PROMISE**

The Southeast Utah Health Department is committed to protecting your medical information. SEUHD is required by law to maintain the privacy of your medical information, provide this notice to you, and abide by the terms of this notice.

**OUR ORGANIZATION**

This notice describes the privacy practices of Southeast Utah Health Department at all office locations, and pertains to all Health Department employees and volunteers at such locations.

**CONFIDENTIALITY PRACTICES AND USES**

SEUHD may use your health information for conducting our business. Examples:

***For treatment.*** We may use and disclose your personal health information to plan, provide and coordinate your health care services. For example, we may use your personal health care information to determine services needed, such as reviewing immunization history to assess required immunizations.

***For Payment.*** We may use and disclose your personal health information to obtain payment for health care services we have provided to you. For example, we may to give your health plan(s) information services you received (such as immunizations or nursing consultations). The information is given to our billing department and your health plan so we can be paid or you can be reimbursed.

***For Health Care Operations.*** We may use or disclose your protected health information for our health care operations. For example, we may use or disclose your personal health information to perform risk assessments and other administrative tasks to monitor the quality of care that we provide.

**OTHER SERVICES WE PROVIDE**

We may also use your health information to:

- Recommend treatment alternatives.
- Tell you about health services and products that may benefit you.
- Share information with third parties who assist us with treatment, payment, and health care operations. Our business associates must follow our privacy practices.
- Schedule or remind you of an appointment (and at your option – respond to your request that we do not send such reminders to you).

## **YOUR INDIVIDUAL RIGHTS**

- You have the right to the following:
- Upon request, you have the right to receive a paper copy of this Notice.
- Inspect and copy your health information, including medical and billing records. Fees may apply. Under limited circumstances, we may deny you access to a portion of your health information and you may request a denial. \*
- Amend your health information. We will comply with your request in the event that we determine the information that would be amended is false, inaccurate or misleading. \*
- Request additional restrictions on uses and disclosures of your health information. We will consider any request for additional restrictions, but are not required to agree to your request.\*
- Request an accounting of certain disclosures made by us of your personal health information. The accounting does not include disclosures made for treatment, payment, and health care operations and some disclosures required by law. Your request must include the period of time for the accounting, which must be within the six years prior to your request and exclude dates prior to April 14, 2003. The first accounting is free but a fee will apply if more than one request is made in a 12-month period. \*
- Request to receive your health information by alternative means of communication or at alternative locations.

Requests marked with a star (\*) must be made in writing. Contact the SEUHD Privacy Officer for information to make a request.

## **SHARING YOUR HEALTH INFORMATION**

There are limited situations when we are permitted or required to disclose health information without your signed authorization. These situations include activities necessary to administer SEUHD programs and the following:

- For public health purposes such as reporting and tracking communicable diseases, work-related illnesses, or other diseases and injuries permitted by law.
- To protect victims of abuse, neglect, or domestic violence, as required by law.
- For health oversight activities such as investigations, audits, and inspections.
- For lawsuits and similar proceedings.
- When otherwise required by law.
- When requested by law enforcement as required by law or court order.
- To coroners, medical examiners, and funeral directors.
- For organ and tissue donation.
- For research approved by our review process under strict federal guidelines.
- To reduce or prevent a serious threat to public health and safety.
- For workers' compensation or other similar programs if you are injured at work.
- For specialized government functions such as intelligence and national security.

All other uses and disclosures, not described in this notice, require your signed authorization. You may revoke your authorization at any time with a written statement.

## **OUR PRIVACY RESPONSIBILITIES**

SEUHD is required by law to:

- Maintain the privacy of your health information.
- Provide this notice that describes the ways we may use and share your health information.
- Follow the terms of the notice currently in effect.

We reserve the right to make changes to this notice at any time and make the new privacy practices effective for all information we maintain. Current notices will be posted in SEUHD offices. You may also request a copy of any notice from the SEUHD Privacy Officer listed below:

## CONTACT US

If you would like further information about your privacy rights, are concerned that your privacy rights have been violated, or disagree with a decision that we made about access to your health information, please contact the SEUHD Privacy Officer:

Tracy Randall  
PO Box 800,  
28 South 100 East  
Price, UT 84501  
435-637-3671  
email: trandall@utah.gov

We will investigate all complaints and concerns and will not retaliate against you for filing a complaint/concern. You may also file a written complaint with the Office of Civil Rights of the U.S. Department of Health and Human Services: S.W. Room 509 HHH Bldg., Washington D.C. 20201

SEUHD complies with applicable Federal civil laws and does not discriminate on the basis of race, color, national origin, age, disability or sex. SEUHD cumple con las leyes federales de derechos civiles aplicables y no discrimina por motivos de raza, color, nacionalidad, edad, discapacidad o sexo. SEUHD 遵守適用的聯邦民權法律規定，不因種族、膚色、民族血統、年齡、殘障或性別而歧視任何人 SEUHD tuân thủ luật dân quyền hiện hành của Liên bang và không phân biệt đối xử dựa trên chủng tộc, màu da, nguồn gốc quốc gia, độ tuổi, khuyết tật, hoặc giới tính. SEUHD соблюдает применимое федеральное законодательство в области гражданских прав и не допускает дискриминации по признакам расы, цвета кожи, национальной принадлежности, возраста, инвалидности или пола. SEUHD يلتزم بالشخصيات أو يعاملهم على أساس العرق أو SEUHD respecte les lois fédérales en vigueur relatives aux droits civiques et ne pratique aucune discrimination basée sur la race, la couleur de peau, l'origine nationale, l'âge, le sexe ou un handicap. SEUHD cumpre as leis de direitos civis federais aplicáveis e não exerce discriminação com base na raça, cor, nacionalidade, idade, deficiência ou sexo SEUHD è conforme a tutte le leggi federali vigenti in materia di diritti civili e non pone in essere discriminazioni sulla base di razza, colore, origine nazionale, età, disabilità o sesso. SEUHD erfüllt geltenden bundesstaatliche Menschenrechtsgesetze und lehnt jegliche Diskriminierung aufgrund von Rasse, Hautfarbe, Herkunft, Alter, Behinderung oder Geschlecht ab SEUHD は適用される連邦公民権法を遵守し、人種、肌の色、出身国、年齢、障害、または性別に基づく差別をいたしません SEUHD မဟုတ်ဘဲ နှစ်စဉ် ဝတ်စုံ ဝတ်ဆင်မှု ဝတ်စုံ ဝတ်ဆင်မှု ဝတ်စုံ ဝတ်ဆင်မှု ဝတ်စုံ ဝတ်ဆင်မှု ဝတ်စုံ ဝတ်ဆင်မှု ဝတ်စုံ ဝတ်ဆင်မှု ဝတ်စုံ ဝတ်ဆင်မှု SEUHD ใต้ปฎิบัติตามรัฐธรรมนูญที่ค้ำประกันสิทธิที่เสมอภาค และไม่มีการแบ่งแยกทางชาติพันธุ์ สีผิว เชื้อชาติ อายุ ความพิการทางกาย หรือเพศ SEUHD pridržava se važnih saveznih zakona o građanskim pravima i ne pravi diskriminaciju po osnovu rase, boje kože, nacionalnog porijekla, godina starosti, invaliditeta ili pola. SEUHD ल उपयुक्त सघीय अधिकारको व्यवस्थासगै पालन गर र वश, रङ, राष्ट्रियता, उमेर, अपाङ्गता वा लङ्गको आधारमा भेदभाव गर्दैन ISEUHD 'oku muimui ki he ngaahi lao totonu ki he sivile 'o e Fetulolo (Federal civil rights law) pea 'oku 'ikai ke nau faikehekehe'i (discriminate) makatu'unga 'i ha matakali, lanu, fonua ne tupu mei ai, ta'u, tisi'apiliti, pe ko e fa'unga tangata. SEUHD bik'eh hoji 'inigii bidadeet'i'igii Waashindoon l'aa at'e bila'ashdla'ii bee ba adahazt'i'igii bibeehaz'aanii doo doo ak'iji' nitsahakees da dii ninahijj' al'aa dadine'e, dine'e bikaagi at'ehigii, binaahaiigii, nazhniit'ago da, ei doodaii' asdzani doo dine at'ehigii. SEUHD 은(는) 관련 연방 공민권법을 준수하며 인종, 피부색, 출신 국가, 연령, 장애 또는 성별을 이유로 차별하지 않습니다. Sumusunod ang SEUHD sa mga naaangkop na Pampederal na batas sa karapatang sibil at hindi nandiskrimina batay sa lahi, kulay, bansang pinagmulan, edad, kapansanan o kasarian. Ang SEUHD Seera harilroo hawwaasummaa Federaalaan wal qabatan sanyiidhaan, bifann, dhiigaan, umrlidhaan, hirl'ina qaamaan, yookiin koomlyaadhaan hin loogu.