## **HIPAA Policy**

John M. Trupiano, M.D., P.C. may use and disclose Protected Health Information (PHI) about the patient to carry out Treatment, Payment, and Healthcare Operations (TPO) with the patient's consent. Please refer to John M. Trupiano, M.D., P.C.'s Notice of Privacy Practices for a more complete description of such uses and disclosures.

The patient's Protected Health Information means health information, including demographic information, collected from the patient and created or received by the patient's physician, another healthcare provider, a health plan, employer, or a healthcare clearinghouse. This Protected Health Information relates to the patient's past, present, or future physical or mental health or condition and identifies the patient, or there is a reasonable basis to believe the information may identify the patient. The patient must understand that they have the right to review the Notice of Privacy Practices prior to signing a consent form. And, that John M. Trupiano, M.D., P.C. reserves the right to revise its Notice of Privacy Practices anytime. A revised Notice of Privacy Practices may be obtained by forwarding a written request to John M. Trupiano, M.D., P.C., Attn: Privacy Officer, at 201 West Big Beaver Road, Suite 1050, Troy, MI 48084.

With the patient's consent, John M. Trupiano, M.D., P.C. may call their home or other designated location and leave a message on voice mail or in person in reference to any items that assist the practice in carrying out TPO, such as appointment reminders, insurance items and any call pertaining to the patient's clinical care, including laboratory results and prescriptions among others.

With the patient's consent, John M. Trupiano, M.D., P.C. may mail to their home or other designated location any items that assist the practice in carrying out TPO, such as appointment reminder cards and patient statements.

With the patient's consent, John M. Trupiano, M.D., P.C. may e-mail to their home or other designated location any items that assist the practice in carrying out TPO, such as appointment reminder cards and patient statements. The patient has the right to request that John M. Trupiano, M.D., P.C. restrict how it uses or discloses their PHI to carry out TPO. However, the practice is not required to agree to the patient's requested restrictions, but if it does, it is bound by this agreement.

By signing a consent form, the patient is consenting to John M. Trupiano, M.D., P.C. use and disclosure of their PHI to carry out TPO. The patient may revoke their consent in writing except to the extent that the practice has already made disclosures in reliance upon their prior consent. If the patient does not sign a consent form, John M. Trupiano, M.D., P.C. may decline to provide treatment to them.