NOTICE OF HEALTH INFORMATION PRACTICES

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

Medical Facilities of America, Inc. (MFA) and its affiliated Health & Rehabilitation Centers (collectively the “Health & Rehabilitation Center”) are required by law to maintain the privacy of your health information and to provide you with a notice of its legal duties and privacy practices. The Health & Rehabilitation Center will not use or disclose your health information except as described in this notice. This notice applies to all of the medical records generated by the Health & Rehabilitation Center.

Examples of Disclosures for Treatment, Payment and Health Operations: The following categories describe the ways that the Health & Rehabilitation Center may use and disclose your health information.

Treatment: The Health & Rehabilitation Center will use your health information in the course of your care, for example when we provide services to you. The Health & Rehabilitation Center is also required to disclose your health information for treatment purposes if you have paid for services out of pocket. You will receive a bill and may include copies or excerpts of your medical record which are necessary for payment of your account. For example, a bill sent to a third-party payer may include information that identifies you, your diagnosis, and the procedures and supplies used. However, if you have paid for services out of pocket, in full, you may request that the Health & Rehabilitation Center not disclose Protected Health Information related solely to those services to a health plan.

Routine Healthcare Operations: The Health & Rehabilitation Center may use and disclose routine healthcare operations, including quality assurance, utilization review, medical review, internal auditing, accreditation, certification, licensing or credentialing activities, the Health & Rehabilitation Center, and medical research and educational purposes.

Health & Rehabilitation Center Directory: The Health & Rehabilitation Center may include certain limited information about you, such as your name, location in the Health & Rehabilitation Center, your general condition (e.g., far, stable, etc.), and your religious affiliation. This is so your family and friends can visit you in the Health & Rehabilitation Center and generally know how you are doing. The directory information, except for your religious affiliation, may also be released to people who ask for you by name. However, you have the option to restrict the information or to whom it is disclosed, or opt out of being included in the directory. Your religious affiliation may be given to a member of the clergy, such as a priest or rabbi, even if they don’t ask for you by name.

Health-Related Business and Services: The Health & Rehabilitation Center may use and disclose your medical information to tell you about or recommend possible treatment options or alternatives that may be of interest to you.

Family/Friends: The Health & Rehabilitation Center may release medical record information about you to a friend or family member who is involved in your medical care or payment, or healthcare operations. We may release information about you that someone who helps pay for your care. We may also tell your family or friends your condition and that you are in the Health & Rehabilitation Center. In addition, we may disclose medical information about you to an entity assisting in a disaster relief effort so that your family can be notified about your condition, status and location.

Payment: The Health & Rehabilitation Center may release medical information about you for the purposes of determining coverage, billing, claims management, medical data processing, and reimbursement. The information may be released to an insurance company, the Centers for Medicare & Medicaid Services, or other entity (or their authorized representatives) involved in the payment of your medical bill and may include codes or excerpts of your medical record which are necessary for payment of your account. For example, a bill sent to a third-party payer may include information that identifies you, your diagnosis, and the procedures and supplies used. However, if you have paid for services out of pocket, in full, you may request that the Health & Rehabilitation Center not disclose Protected Health Information related solely to those services to a health plan.

Right to Restrict Use of Protected Health Information: You may ask us to restrict uses and disclosures of your Protected Health Information to carry out treatment, payment, or healthcare operations, or to restrict uses and disclosures to family members, relatives, friends, or other persons identified by you who are involved in your care or payment for your care. However, we are not required to agree to your request. Should you wish to request such restriction, please advise the Health & Rehabilitation Center’s Administrator in writing.

Right to Be Advised of Breach: The Health & Rehabilitation Center is required to notify you of any breach of your unsecured Protected Health Information.

Right to Inspect, Copy, or Amend Protected Health Information: You have the right to request the following with respect to your Protected Health Information: (i) inspection and copying; (ii) amendment or correction. There will be a copying and retrieval charge for copies of your Protected Health Information.

For More Information or to Report a Problem: If you have questions and would like additional information, you may contact the Health & Rehabilitation Center’s Chief Privacy Officer. If you believe that your privacy rights have been violated, you may file a complaint with Medical Facilities of America, Inc. or with the Secretary of the Department of Health and Human Services. To file a complaint with Medical Facilities of America, Inc., please contact MFA’s Privacy Officer at (540) 989-3618. There will be no retaliation for filing a complaint.

Changes to This Notice: The Health & Rehabilitation Center will abide by the terms of the notice currently in effect. The Health & Rehabilitation Center reserves the right to change the terms of its notice and to make the new notice provisions effective for all protected health information that it maintains.

Notice Effective Date: The effective date of the notice is September 4, 2013.