

TriCord Ranch Foundation Privacy Practice

Effective Date: November 1, 2023

At TriCord Ranch Foundation, we are committed to safeguarding your privacy and protecting the confidentiality of your personal health information in compliance with the Health Insurance Portability and Accountability Act (HIPAA) and applicable state privacy laws. This Privacy Practice outlines our commitment to ensuring the privacy and security of your personal health information.

1. Information We Collect:

We collect and maintain your personal health information, including but not limited to medical records, treatment plans, billing information, and other documentation related to your care and treatment.

2. How Your Information Is Used:

- Treatment: We may use your health information to provide, coordinate, or manage your healthcare treatment.
- Payment: Your information may be used for billing and reimbursement purposes.
- Healthcare Operations: We may use your information for internal purposes, such as quality improvement, audits, and administrative activities.

3. Authorization and Sharing:

We will not disclose your health information without your written authorization, except as required or allowed by law. Some common exceptions include:

- Disclosure to healthcare providers involved in your treatment.
- Disclosure for public health reporting, law enforcement, or as required by government agencies.
- Disclosure for research purposes (with appropriate safeguards).

4. Your Rights:

You have the following rights regarding your personal health information:

- The right to request access to your records.
- The right to request corrections to your records.
- The right to request restrictions on the use and disclosure of your information.
- The right to receive an accounting of disclosures of your information.
- The right to request confidential communication of your information.
- The right to file a complaint if you believe your privacy rights have been violated.

5. Safeguards:

We take extensive measures to ensure the security and privacy of your personal health information, including the use of secure electronic health records, controlled access, and staff training.

6. Changes to this Privacy Practice:

We reserve the right to make changes to this Privacy Practice. If changes are made, we will provide you with a revised notice on your next visit and post it on our website.

For questions, concerns, or to exercise your rights under HIPAA, please contact our Privacy Officer at Privacy@tricordranchfoundation.org.

We are committed to maintaining the confidentiality and security of your personal health information and providing you with the highest quality of care.

TriCord Ranch Foundation, 4504 N Grove Ave., Wart Acres, OK 73122
tricordranchfoundation.org

Signature of Privacy Officer: Genie Funk, Executive Director

11/01/2023

This document serves as your notice of TriCord Ranch Foundation's privacy practices under HIPAA. Please retain a copy for your records.