

## NEW PALTZ RESCUE SQUAD

### NOTICE OF PRIVACY PRACTICES

**IMPORTANT:** This notice describes how your medical information may be used and disclosed, and how you may gain access to it. Please review this form carefully.

Federal and State Laws, as well as other requirements, protect the health and insurance information you give to New Paltz Rescue Squad, Inc. As an emergency medical services provider, New Paltz Rescue uses and discloses your medical and insurance information. We will only collect the information we need in order to provide emergency services, and keep that information secure and confidential. That information will be revealed only when necessary; that is, to provide medical treatment and to ensure continuity of care with other medical professionals, such as hospital emergency room staff. Your information is also used to receive payment for our services by providing it to your insurance company and billing them accordingly. Finally, since we are a New York State certified ambulance service and need to adhere to other public health laws, we may need to report your information to provide data for quality assurance reviews, statistical studies, public health initiatives or governmental audits of our services.

The Health Insurance Portability and Accountability Act (HIPAA), offers you certain controls in regard to your protected health information. You have the ability to obtain a copy of your information, amend it and decide how it will be communicated and to whom.

You may contact our Privacy Officer at 845-255-1719 if you have any questions. You may also contact the Privacy Officer of the U.S. Department of Health and Human Services if you believe your privacy rights have been violated. There are no negative consequences for filing a complaint.