



Joint Notice of Privacy 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.

Our Responsibilities: Tanner Health including Persons/Entities Covered by This Notice (as discussed and defined below), are required by law to make available to you this Privacy Notice of our legal duties and privacy practices with respect to your medical information, keep your medical information confidential, follow the terms of the Notice that is currently in effect, and make available to you this Notice of our legal duties and privacy practices with respect to your medical information.

We must maintain the privacy and security of your Protected Health Information or "PHI". The federal government defines PHI as individually identifiable health information transmitted or maintained in electronic media or in any other form or medium, which is held or disclosed by Tanner Health or a Business Associate. We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.

As explained in this Privacy Notice, we will use and share your PHI:

- To provide treatment to you and keep a record of your care,
- To receive payment for the care or service we provide,
- To administer and conduct business relating to the services and facilities of Tanner Health (i.e., health care operations), and
- To comply with federal and state law.

This Notice summarizes the ways Tanner Health and those noted below may use and disclose medical information about you. It also describes your rights and our duties regarding the use and disclosure of your medical information. This Notice applies to all records of your care held within Tanner Health.

When we use the word "We" or "Tanner Health," we mean all the persons/entities covered by this Notice and listed below, including its affiliates, medical professionals and other persons/companies who assist us with your treatment, payment or our business as a healthcare provider.

Persons/Entities Covered by this Privacy Notice: Our *Privacy Notice* will be followed by Tanner Health, which includes, but is not limited to:

- ☐ All **Workforce members**, defined under HIPAA in 45 C.F.R. § 160.103, as our team members, volunteers, trainees, medical, nursing, and other students, and other persons whose conduct in the performance of work for us or a Business Associate is under our direct control, whether or not they are paid by us or a Business Associate;
- ☐ The following **Tanner Health entities, sites, and locations**, which are affiliated entities that are controlled by, or under common control with another person or entity with Tanner Health, Inc., may share PHI with others as described in this Notice or otherwise permitted or required by law:

- ☐ **Tanner Health, Inc.**
- ☐ **Healthliant, Inc.**
- ☐ **Tanner Medical Center, Inc.**
- ☐ **Tanner Health Network, LLC**
- ☐ **West GA Surgery Ctr, LLC**
- ☐ **West GA Endoscopy Ct., LLC**
- ☐ **Healthliant Ventures, LLC**
- ☐ **West GA Derm JV**
- ☐ **Tanner Medical Center Alabama, Inc.**
- ☐ **Healthliant Enterprises, Inc.**
- ☐ **TMC/Villa Rica Hospital, Inc.**
- ☐ **TMC/Higgins General Hospital, Inc.**
- ☐ **Healthliant Ent. Sr. Living, LLC**
- ☐ **Willowbrooke Concierge Psych. Svs, LLC**
- ☐ **WGUASC, LLC**
- ☐ **TMC/West GA Anesthesia Assoc., Inc.**
- ☐ **Tanner Intensive Medical Services, Inc.**
- ☐ **TMC-Behavioral Health of West GA, Inc.**
- ☐ **Tanner Neuroscience Specialists, Inc.**
- ☐ **Tanner Oncology Services, Inc.**
- ☐ **TMC/Home Health, Inc.**
- ☐ **TMC Hospice Care, Inc.**
- ☐ **Tanner Imaging Center, Inc.**
- ☐ **TMC/Immediate Care, Inc.**
- ☐ **TMC/Occupational Health, Inc.**
- ☐ **Tanner Medical Group, Inc.**
- ☐ **Wedowee Specialty Clinic**
- ☐ **TFH West Carroll – Rural HC Clinic**
- ☐ **West Georgia Ambulance Inc.**
- ☐ **TBHMCo., LLC**
- ☐ **TMC Campus Health Ctr., LLC (University of West Georgia Clinic)**
- ☐ **HealthWest PHO**
- ☐ To the extent an entity or individual is not covered by the aforementioned Tanner Health entities, the following entities, sites and locations may share medical information with each other for the treatment, payment and administrative purposes described in this Notice:
 - Persons or entities performing services for Tanner Health under agreements containing privacy and security protections or to which disclosure of medical information is permitted by law
 - Persons or entities with whom Tanner Health participates in managed care arrangements
 - Our volunteers and medical, nursing and other healthcare students
 - Members of the Tanner Health medical staff and other medical professionals involved in your care or performing peer review, quality improvement, medical education and other services for Tanner Health

Part I – Your Privacy Rights

Right to review and request an electronic or paper copy of your medical record and other health information in Tanner Health's designated record set about you.

- You can ask to see or get an electronic or paper copy of your medical record or other health information we have about you. The Health Information Management Department has a form you can fill out to request to review or get a copy of your medical information.
- We will provide a copy or summary, usually within 30 days of your request. We may charge a reasonable, cost-based fee.
- Contact the Health Information Management Department at the hospital or the facility/physician practice where you received treatment or services. We will tell you if we cannot fulfill your request. If you are denied the right to see or copy your information, you may ask us to reconsider our decision. Depending on the reason for the decision, we may ask a licensed healthcare professional to review your request and its denial. We will comply with this person's decision.

Right to request an amendment to correct your PHI in a paper or electronic medical record that you think is incorrect or incomplete.

- You can ask us to correct health information about you that you think is incorrect or incomplete. The Health Information Management Department has a form you can fill out to complete to request an amendment.
- You must provide a reason to support your request to correct your record.
- We may say "no" to your request, but we will tell you why, in writing, within 60 days. If your request is denied, you may ask us to place your written statement of disagreement in your electronic or paper record.

Right to ask us for a list or accounting of disclosures of your PHI.

- You have the right to make a written request for a list or "accounting" of certain disclosures that we have made of your medical information for the previous six (6) years from the date you asked, who we shared it with, and why. The Health Information Management Department has a form you can complete to request an accounting of disclosures. We will include all the disclosures, except:
 - disclosures about treatment, payment and health care operations,
 - disclosures previously made to you or which you authorized us to make, and
 - other disclosures that are not required to be listed.

Right to ask us to restrict the information we disclose about you.

- You have the right to request a limit on the PHI that we use or disclose about you for treatment, payment or health care operations.
- You have the right to request a limit on your medical information that we disclose to someone involved in your care or the payment for your care, like a family member or a friend.
- We are not required to agree to your request, and we may say "no" if it would affect your care.

Health Insurance Payer Exception:

- You may ask us not to bill your health plan or health insurer for treatment or service provided to you. However, you must pay all bills associated with that treatment or service before we can accept your restriction. During a single visit at one of our hospitals, you may receive a bill for payment from multiple sources, including the hospital, laboratories, individual physicians who cared for you, specialists, radiologists, etc.

- If you wish to restrict a disclosure to your health insurance company from all these parties:
 - you must contact each independent healthcare provider separately that you want to restrict a disclosure to your health plan or insurer, and
 - you must submit payment, in advance and in full, to each individual provider.
- We will comply with your request unless the information is needed to provide you with **emergency treatment** or to make a disclosure required under law.

Right to request confidential communications with you.

- You can ask us to contact you in a specific way. For example, you may ask us to contact you at your mobile phone number, rather than your home phone number, or to send mail at an address other than your home address.
- We will accommodate reasonable requests.
- Please tell the individual registering or admitting you for treatment/services that you want confidential communications and the designated means of communication.

Right to get a paper copy of our *Joint Notice of Privacy Practices*.

- You can get a paper copy of this Privacy Notice at any registration/admission area in any of our facilities, even if you have agreed to receive the notice electronically.
- You can get an electronic copy of this Privacy Notice at our website: tanner.org.
- You can access this Privacy Notice in MyChart.

Right to choose someone to act for you.

- If you have given someone your healthcare power of attorney or if someone is your legal guardian, that person can exercise your rights and make choices about your PHI.
- We will make sure the person has this authority according to Georgia and/or Alabama law and can act for you before we take any action.
- Please bring a copy of any legal papers with you and provide them to the individual assisting you with registration or admission each time you seek care at one of our facilities.

Right to file a complaint if you believe your privacy rights have been violated.

- We will not retaliate against you for filing a complaint.
- To file a complaint or to receive more information regarding the content of this notice, please contact: **Privacy Officer at 770-836-9666**
- You can also file a complaint by sending a letter to the U.S. Department of Health & Human Services, **Office for Civil Rights**, 200 Independence Avenue, S.W., Washington, D.C. 20201; or by calling 1-877-696-6775; or by visiting www.hhs.gov/ocr/privacy/hipaa/complaints/.

Right to receive a notice of a breach of unsecured medical and/or billing information.

- If we become aware of a breach of unsecured medical or billing information, you will be sent a letter notifying you of this breach.
- Any of your physicians who are not employees of Tanner Health, or other independent entities involved in your care will be solely responsible for notifying you of any breaches that result from their actions or inactions.
- Tanner Health expressly disclaims any responsibility or liability for independent medical staff acts or omissions relating to your HIPAA privacy rights.

Part II – Your Choices

If you have a clear preference for how we share your information in the situations described below, tell the individual who helps you with registration or admission into one of our facilities. We will follow your instructions if allowed by law.

Note: If you are not able to tell us your preference, for example, if you are unconscious, we may go ahead and share your information if we believe it is in your best interest.

In these cases, you have both the right and choice to tell us:

1. **To share information with your family, close friends, or others involved in your care.** See Part III on sharing information with your family or a Personal Representative.
2. **To share information in a disaster relief situation.** We may also share your information when needed to lessen a serious and imminent threat to health or safety.
3. **To ask us not to include your name in a facility patient directory.**
 - The patient directory provides your location in one of our facilities and a brief health status update about you, such as “fair,” “critical,” or “stable.”
 - See Part III on your choices regarding listing your name in one of our patient directories.

In these cases, we will never share your PHI, unless you give us written permission:

1. **For Marketing purposes.**
 - We do not use your PHI for marketing purposes, unless we ask your permission and get your written, signed Patient Authorization.
 - We never sell PHI to a third-party vendor.
2. **For Fundraising purposes.** We may send you a fundraising communication, but you may ask us not to contact you again. See Part III for more information on our Fundraising activities.
3. **For sharing certain sensitive information.** See Part III on sharing sensitive information, such as psychotherapy notes.

Part III – Most Common Uses and Disclosures of your PHI

Treatment. We may use and disclose your PHI to provide, coordinate and manage your care. This includes communication and consultation between healthcare providers (*i.e.*, doctors, nurses, technicians, therapists, medical, nursing, or other medical students and other members of your medical team).

1. This applies to disclosures for treatment purposes to healthcare providers both within and outside Tanner Health. For example, a doctor treating you for a broken leg may need to know if you have diabetes because diabetes may slow the healing process, or the doctor may need to tell the dietitian so you can have healthy meals. Information will be shared between caregivers to ensure continuity of care.
2. We also may disclose your medical information to other healthcare facilities if you need to be transferred to another hospital, a nursing home, a home health provider, a rehabilitation center, etc.
3. We also may disclose your medical information to people outside Tanner Health who are involved in your care while you are here or after you leave, such as other healthcare providers, family members, or pharmacists.

Technology-Assisted Documentation and Clinical Media. As part of your treatment, we may use secure technology tools, including voice recognition, ambient listening systems, artificial intelligence–supported documentation tools, or other electronic applications, to assist your healthcare provider in

documenting your visit accurately and efficiently. These tools may temporarily process audio or other information discussed during your visit to create or support your medical record.

We may also use photographs, video, or audio recordings as part of your clinical care to document medical conditions, support diagnosis or treatment decisions, or coordinate care. Any such information that is retained becomes part of your medical record and is protected in accordance with applicable federal and state privacy laws.

Payment. We may use and disclose your PHI to create bills and collect payment from Medicare, Medicaid, and other insurance payers.

1. This may include providing information such as dates of service, symptoms and diagnosis to your insurance company to show that we provided medical services to you.
2. We may disclose PHI to another healthcare provider if such information is needed by the other provider to obtain payment for medical services provided to you.
3. We may disclose your PHI to a collection agency to obtain overdue payment from you.

Health Care Operations. We may use and disclose your PHI, if necessary, for any operational function necessary to run Tanner Health and its facilities as a business; as a licensed, certified, and accredited facility; and to improve the quality of care we provide to patients. These include, but are not limited to:

1. Conducting quality or patient safety activities, population-based activities relating to improving health or reducing healthcare costs, case management and care coordination, and contacting healthcare providers and you with information about treatment alternatives.
2. Reviewing healthcare professionals' backgrounds and grading their performance, conducting training programs for our team members, students, trainees, or practitioners and non-healthcare professionals; performing accreditation, licensing, or credentialing activities.
3. Combined with that of other Tanner Health patients to decide what additional services we should offer, and whether certain new treatments are effective.
4. Disclosing information to doctors, nurses, therapists, technicians, medical, nursing, or other healthcare students, and Tanner Health personnel for teaching purposes.
5. We may use and disclose your medical information for research purposes. Most research projects, however, are subject to a special approval process. Most research projects require your permission if a researcher will be involved in your care or will have access to your name, address or other information that identifies you. However, the law allows some research to be done using your medical information without requiring your authorization.

Activities of Our Strategic Affiliates. We may disclose your PHI to our affiliates (*i.e.*, entities that are owned by Tanner Health or controlled by or under common control by Tanner Health and other businesses that we work closely with in connection with your treatment or other Tanner Health activities).

We may also use secure technology tools, including artificial intelligence–supported systems, for quality improvement, documentation accuracy, patient safety initiatives, training, and other healthcare operations activities permitted by law.

Security and Safety Monitoring. To help maintain a safe and secure environment for patients, visitors, and staff, Tanner Health may use video surveillance systems, including security cameras and wearable body-worn cameras used by authorized security personnel. These recordings may capture images or other information as part of security, safety, risk management, or operational activities. Information collected for these purposes may be used or disclosed as permitted by law, including to law enforcement when appropriate.

Activities of Organized Health Care Arrangements (“OHCA”) in Which We Participate. For certain activities, Tanner Health, members of its medical staff and other independent professionals, are called an organized healthcare arrangement. We may disclose information about you to healthcare providers participating in our organized healthcare arrangement, such as a managed care or physician-health system organization. Such disclosures would be made in connection with our services, your treatment under a health plan arrangement, and other activities of the organized healthcare arrangement. We operate under this Joint Notice for activities involving Tanner Health.

Important: Tanner Health may share your medical information with members of the Tanner Health medical staff and other independent medical professionals in order to provide treatment, payment and healthcare operations and perform other activities for Tanner Health. While those professionals have agreed to follow this Notice and otherwise participate in the privacy program of Tanner Health they are independent professionals and Tanner Health expressly disclaims any responsibility or liability for their acts or omissions relating to your care or privacy/security rights.

Health Information Exchanges.

IMPORTANT NOTICE REGARDING THE DISCLOSURE OF YOUR MEDICAL RECORDS TO A HEALTH INFORMATION EXCHANGE

After you receive care, we may release your medical records or other information about you to a health information exchange or “HIE.” An HIE allows healthcare providers and insurance payers to have the capability to share or “exchange” clinical information about you electronically among other healthcare providers.

HIEs are designed to provide your physicians/health facilities with:

- greater access to your clinical data with the goal of reducing redundant testing and treatment delays associated with paper medical records.
- enhancing communication between providers.
- providing patients with safer, more patient-centered care; and
- providing care in emergency situations.

Tanner Health participates in one or more HIEs and your information may be included in the HIE. If you ask us not to share your information in this way and “opt out” of the HIE, we will not include any personal or medical information from Tanner Health. Instructions to opt out are provided below.

When we participate in HIE or several HIEs, healthcare providers who have access to HIE will have access to your personal or health information that has been uploaded or entered into HIE. They may use that information for treatment, payment or health care operations, or as otherwise required or allowed by state and federal law.

SENSITIVE INFORMATION: Sensitive information (*such as HIV/AIDs or other communicable disease, mental health, drug and alcohol treatment information*), is protected under state and federal law. We will provide sensitive information to an HIE but have put into place protections to help prevent the disclosure of sensitive information to those other than your treating providers, their workforce members, and business associates. However, because sensitive information cannot be completely isolated from other medical information, there is a chance that sensitive information (*or information that could indicate you have had treatment for a sensitive condition*) could be included within your medical information. Therefore, if you are concerned at all about a certain piece of medical information being inappropriately used, disclosed, re-disclosed, or known, we strongly recommend you do not agree to participate in an HIE.

To opt out of the HIE, please tell a Tanner Health team member assisting you during your registration. If you would like to opt out at some point after registration, please contact the Health Information Management Department. It may take up to 10 business days to process your opt-out request.

Other Electronic Correspondence. If you email us medical or billing information from a private email address (*such as an account with MS Outlook, MSN, Yahoo, Gmail, etc.*), your information will not be secured (*e.g., encrypted or put into a code that cannot be read by another person*), unless you use a secure messaging portal to send it to us.

1. If you request that we email your medical or billing information to a private email address, our email will be encrypted by us when it is sent to you, unless you request otherwise.
2. If you request that we post your medical or billing information in dropboxes, on a data storage device such as a USB flash drive or compact disk, etc., your PHI may not be encrypted and, therefore, may not be secure.
3. We are not responsible if this confidential information, once released from our secure portal to you, is re-disclosed by another person or organization.
4. We are not responsible for subsequent damage, alteration or misuse of the data.

Contacting you about Health Services, Products, Treatment Alternatives and Health-Related Benefits. We may access your PHI to contact you for the following reasons, including, but not limited to:

- face-to-face communications.
- providing promotional gifts.
- contacting you for appointment reminders.
- sending you refill reminders or communications about a drug or biologic that is currently prescribed to you.
- case management or care coordination.
- recommending alternative treatments, therapy, doctors or settings of care.
- describing a health-related product/service (*or payment for such*) that is provided through a health benefit plan.
- offering information on other providers participating in a healthcare network that we participate in; or offering information about healthcare-related products, benefits, or services that may be of interest to you.

Fundraising. We may use and disclose your medical information to raise money for Tanner Health. Tanner Medical Foundation is Tanner Health's primary fundraising entity. Tanner Health is allowed to disclose certain parts of your medical information to Tanner Medical Foundation or others involved in fundraising, unless you tell us you do not want such information used and disclosed. For example, Tanner Health may disclose to the Tanner Medical Foundation demographic information, such as your name, address, other contact information, telephone number, gender, age, date of birth, the dates you received treatment by Tanner Health, the department that provided you service, your treating physician, outcome information and health insurance status.

In addition:

- Tanner Health does not sell or rent patients' names or addresses to any other organization.
- You have a right to opt-out of receiving fundraising requests. If you do not want Tanner Health to contact you for fundraising, please notify Tanner Medical Foundation in writing.

Business Associates. Your PHI could be disclosed to people or companies outside our

Tanner Health so they can provide services to us. We make these companies sign special confidentiality agreements with us, known as ***Business Associate Agreements***, before giving them access to your PHI. Business Associates can be fined by the federal government if they use or disclose your PHI in a way that is not allowed by law.

Patient Directory. We may include certain information about you in the Tanner Health inpatient directory while you are a patient in these facilities. This information may include your name, your room number, your general condition (fair, stable, etc.) and your religious affiliation. Your religious affiliation may be given to a member of the clergy, such as a minister, priest or rabbi, even if they don't ask for you by name. Directory information, except for your religious affiliation, may be released to people who ask for you by name. This is so your family, friends and clergy can visit you in a Tanner Health facility and generally know how you are doing. If you do not want this information given out, please tell the registrar, receptionist or nurse.

Family Members or Other Persons. In addition to your personal representative, family members or other people who are involved in your care or payment may be able to receive medical or billing information about you, even if they are not your personal representative. In other words, we are allowed at certain times to speak with those who are/were involved in your care or payment activities about such care or payment activities.

Required By Law. We will use or disclose your PHI when required by federal, state or local laws. For example, Tanner Health may be required to report certain gunshot wounds and other injuries that may have resulted in an unlawful act. We must comply with child and elderly abuse reporting laws and laws requiring us to report certain diseases, injuries, or deaths to state or federal agencies.

Part IV – Special Situations and Other Potential Uses and Disclosures of your PHI

Serious Threat to Health or Safety. We may use and disclose PHI to alert those able to prevent or lessen a serious and immediate threat to the health and safety of a patient, another person or the public.

Organ and Tissue Donation. If Tanner Health professionals determine that a patient might be a candidate for organ or tissue donation, we may release PHI to organizations that handle organ procurement, or organ, eye and tissue donation banks, or other healthcare organizations, as needed, to make organ or tissue donation and transplantation possible.

Military Personnel and Veterans. If you are a member of the United States Armed Forces, we may release your PHI as required by military authorities. We may also release PHI about foreign military personnel to the appropriate foreign military authority. When the military organization is sponsoring the medical evaluation, your PHI is shared with you and the sponsoring organization.

Workers' Compensation. We may disclose PHI about you for workers' compensation or similar programs, as authorized or required by law. These programs provide benefits for work-related injuries or illness.

Public Health Risks. We may disclose your PHI for public health purposes:

- To report to a public health authority to prevent or control the spread of diseases (including sexually transmitted diseases), injury or disability,
- To report vital statistics, such as births and deaths,
- To report child, elder or adult abuse, neglect or domestic violence,
- To report to the federal government adverse reactions to medication or safety problems with FDA-regulated drugs or products,

- To notify people of product recalls,
- To report communicable diseases to local, county, state and/or federal authorities and to notify a person who may have been exposed to a disease or may be at risk for getting or spreading a disease or condition,
- To notify an employer of work-related illness or injury, in certain cases, and
- To disclose to a school whether student immunizations have been obtained.

Health Oversight Activities. We may also disclose PHI to a federal or state agency for health oversight activities such as audits, investigations, inspections and licensure of Tanner Health and healthcare personnel (e.g., the Department of Health, Medical Board, Nursing Board, etc.). These activities are necessary for the government to monitor our compliance with federal and state law.

Lawsuits and Disputes. We may disclose your PHI in response to a valid court order or administrative order. We may disclose your PHI in response to certain types of subpoenas, discovery requests, search warrants or other lawful documents to defend ourselves. We may also disclose your PHI to respond to a subpoena, discovery request, or other lawful process by someone else involved in a dispute.

Law Enforcement Activities. Subject to certain conditions, we may disclose your PHI for a law enforcement purpose upon the request of a law enforcement official:

- In response to a valid court order, grand jury subpoena, or search warrant.
- To identify a suspect, fugitive or missing person.
- About the victim of a crime under certain circumstances.
- About a death believed to be a result of criminal conduct; or
- About a crime committed on Tanner Health property.

Coroners, Medical Examiners and Funeral Directors. We may disclose your PHI to a coroner or medical examiner, when necessary, to identify the deceased, determine the cause of death or as otherwise authorized by law. We may also release PHI to a funeral director, as necessary, to carry out the funeral director's duties, including arrangements after death.

National Security/Protective Services. We may disclose your PHI to authorize federal officials for intelligence, counterintelligence or other national security activities authorized by law. We may also disclose PHI to authorized federal officials so they may provide protection to the President of the United States or other authorized individuals.

Inmates. If you are an inmate of a correctional institution or under the custody of a law enforcement officer, we may release your PHI to the correctional institution or the law enforcement officer. This release would be necessary for institution to:

- provide you with health care,
- protect your health and safety,
- protect the health and safety of others, or
- protect the safety and security of the law enforcement officer or the correctional institution.

Sensitive Information. State law provides special protection for certain types of PHI, including information about alcohol or drug abuse, mental health, communicable diseases (e.g., AIDS/HIV) and genetic testing results, and therefore limit whether and how we may disclose information about you to others. Most of these laws allow us to use and disclose sensitive information for treatment purposes but may restrict other types of disclosures. Federal law also provides special protection for information from alcohol and drug rehabilitation treatment programs. To the extent possible, Tanner Health will attempt to obtain your Patient Authorization before disclosing the

information to others in many circumstances.

Substance Use Disorder Treatment Information. If we receive or maintain any information about you from a substance use disorder treatment program that is covered by 42 CFR Part 2 (a “Part 2 Program”) through a general consent you provide to the Part 2 Program to use and disclose the Part 2 Program record for purposes of treatment, payment or health care operations, we may use and disclose your Part 2 Program record for treatment, payment and health care operations purposes as described in this Notice. If we receive or maintain your Part 2 Program record through specific consent you provide to us or another third party, we will use and disclose your Part 2 Program record only as expressly permitted by you in your consent as provided to us.

In no event will we use or disclose your Part 2 Program record, or testimony that describes the information contained in your Part 2 Program record, in any civil, criminal, administrative, or legislative proceedings by any Federal, State, or local authority, against you, unless authorized by your consent or the order of a court after it provides you notice of the court order.

Uses and Disclosures Pursuant to Patient Authorization. Except as described in this Privacy Notice or specifically required or permitted by law, we will not use or disclose your PHI without obtaining a written Patient Authorization from you.

- At times, we may ask you to give us specific written permission to allow us to use or disclose PHI about you.
- A valid Patient Authorization may be revoked in writing at any time.
- Once your protected health information is disclosed pursuant to a valid authorization, the recipient of that information may be able to re-disclose it. In that case, your information may no longer be protected by the same privacy rules that apply to Tanner Health.
- Once a Patient Authorization is revoked, we will no longer be allowed to use or disclose PHI for purposes described in the Authorization, except to the extent that we have already taken action based upon the Authorization.

Part V – Changes to this *Privacy Notice*

From time to time, we may change our practices regarding how we use or disclose PHI, or how we will implement patient rights regarding your PHI. We reserve the right to change the terms of this Privacy Notice and make new Privacy Notice provisions that will be effective for all the PHI maintained at Tanner Health. The revised Privacy Notice will apply to medical information we already have at the time of the change, as well as to any medical information we have in the future.

- We will post the current Privacy Notice at registration and admission areas in all our facilities, and physician practices throughout Tanner Health.
- It is posted on our Team intranet for use by our Workforce members, and on our website at tanner.org.
- We will also provide a copy upon request, including mail if requested.