

Sample Notice of Privacy Practices (NPP) Language

Sample language that may be included in a section related to “How We May Use and Disclose Medical Information About You”:

A health information exchange (HIE) is a system that electronically moves and exchanges patients’ Protected Health Information (PHI) between participating health care providers who have been approved to use the system and who have a unique log-in and password. **[Insert Practice/Clinic name]** participates in the Reliance eHealth Collaborative.

Reliance facilitates the sharing of PHI among authorized health care providers (e.g., health systems, hospitals, physician offices and labs) and health information organizations for treatment, payment and operations (TPO) purposes. Reliance is a secure system designed according to nationally recognized standards, and in accordance with federal and state laws that protect the privacy and security of the information being exchanged. Your PHI is available to authorized health care providers and, where appropriate, authorized care coordinators, through Reliance unless you decline to participate, or “opt-out” by completing a Reliance Request for Opt-Out Form.

Reliance will not sell or disclose your PHI to any third party for any commercial or activity unrelated to TPO, as defined by federal laws (HIPAA and HITECH), including, but not limited to marketing or fundraising activities.

What does this mean to me?

Reliance offers major benefits to you and your family. These benefits may include:

- **Emergency Treatment.** Medical staff immediately knows about your health problems, medications, and prior visits, helping them care for you without delay, which may save your life.
- **More Complete and Accurate Information.** Reliance gives your doctors greater access to the information needed to diagnose your health problems earlier. They will know more about you and your health history before they recommend treatment or refer you to a specialist.
- **Improved Care.** Access to information about care you received elsewhere gives a better, more complete picture of your health and provides information needed to provide the best care possible. That means your doctors can make sure the treatment they give doesn’t interact badly with other treatments you may be receiving.
- **Becoming More Involved in Your Care.** You can take a more active role in your health and in the health of your family. When your doctor has more information about you, you can talk to him/her about your health and treatments you receive from other providers. Together you can better make decisions about your health care or that of your family members.

*Sample language that may be included in a patients' rights section such as **"Your Rights Regarding Medical Information About You"***

Right to Request an Opt-Out in Health Information Exchange:

Patients who do not want their health information to be accessible to authorized health care providers through the Reliance eHealth Collaborative may choose not to participate or "opt-out". If you choose to opt-out and complete a Reliance Opt-Out Form, health care providers will not be able to search for your records through Reliance, except in the case of a medical emergency.

Please note that your health care provider must agree to make your information available for treatment if you choose to participate. This means that your health care provider may not accept a request not to disclose your PHI to other authorized health care providers and care coordinators participating in the HIE.

If you previously submitted an Opt-Out Form and would now like to begin participating again or "opt-in", you may complete a Reliance Cancellation of Opt-Out Form. This includes any health information (e.g., test results) that was generated while you were opted-out. By submitting a Cancellation Form, your health information will again be accessible to authorized health care providers through Reliance. Your request may not be processed immediately so when you opt-in your information may not immediately be available to your provider(s).

Please contact Reliance at support@RelianceHIE.org or (855) 290-5443 for more information on how to opt-out, or to cancel a previous opt-out request.