


<p>Name of Policy: Joint notice of privacy practices</p> <p>Policy Number: 3364-90-09</p> <p>Approving Officer: President</p> <p>Responsible Agent: Privacy Officer and Director of Health Information Management</p> <p>Scope: Hybrid and affiliated covered entity of University of Toledo</p>	 <p>Effective date: September 13, 2023</p> <p>Original effective date: April 14, 2003</p>
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Keywords:

	New policy		Minor/technical revision of existing policy
	Major revision of existing policy	X	Reaffirmation of existing policy

(A) Policy statement

A summary of the joint notice of privacy practices will (in)la9he0.0TJ-0.008001.0081e0 3 (e)07 component and ACE (university). The notice will provide the uses and disclosure of protected health information (PHI), the patient's rights and the university's duties in regard to PHI. The notice will be provided and signature required at the individual's initial visit. The notice will continue to be available upon request and posted in a prominent location.

(B) Purpose of policy

The notice will be provided to patients as required by privacy regulations and posted as required by the notice, including the uses and disclosure of PHI as defined in CFR164.502(i) section 164.520 and section164.530 (j) the notice of privacy practices protected health information.

(C) Procedure

(1) The notice will include all of the required elements set forth in the privacy regulations. The notice will describe how a university healthcare provider may use and disclose an individual's PHI and the healthcare provider's legal duties with respect to PHI. The notice will include the individual's rights with respect to PHI including the complaint process, contact information, how a patient can obtain access to their PHI and other privacy practices.

<ul style="list-style-type: none">• <i>Privacy and Security Committee</i>• <i>Senior Leadership Team</i>	<p>Next review date:</p>
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