

## HIPAA

### HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT

HIPAA is an Act from the Department of Health and Human Services of 1996 that seeks to protect patient health information and regulate its access to third parties, such as your insurance company.

Our office has formulated a group of provisions to insure our compliance with this act. In addition, all staff members have been trained to be in compliance with the act.

*Please note that in the office of Dr. Barr specifically, your health information is essentially shared in the form of insurance claim submissions and specialist referrals. We have always adhered to practices such as those below, yet HIPAA requires that we post this information as below.*

#### Patients Rights Policies

- Right to access, inspect and copy your dental record.
- Right to amend incorrect or incomplete information in your dental record.
- Right to an accounting of all uses and disclosures of your *Protected Health Information (PHI)*.

Protected Health Information includes individually identifiable health information in any form, including information transmitted orally, or in written or electronic form.

- Right to restrict uses or disclosures of your PHI.
- Right to complain of privacy violations.

#### Privacy Rule

- The office of Alan Barr DDS will make reasonable efforts to limit the use or disclosure of, and requests for, PHI to the minimum necessary to accomplish the intended purpose. That is, the use or disclosure of PHI only for *Treatment, Payment and healthcare Operations* purposes (TPO). The minimum necessary standard is intended to be consistent with professional judgements and standards.

#### Authorization Policy

- The HIPAA Act asks that all patients receive a notice of our Privacy Rule.  
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**In order to make this as simple as possible for our patients, and to minimize paperwork, we ask that patients inform us verbally of their review/receipt of the Privacy Rule.**