

NRPCA Provider: _____

4310 Watermelon Road · Northport, AL 35473

Fax: (205)710-2105 Phone: (205)330-5266 · *PLEASE RETURN W/: DL & Insurance Card(s) Provider Preference: McEntyre Kemp Harrison Incomplete Applications will not be approved** **Amy Wyatt, CRNP** Jordan Armstrong, CRNP **Today's Date** PATIENT APPLICATION & PAPERWORK Patient Name (First, Middle Initial, Last) Preferred Name to be called Date of Birth SS# Sex Age \square M $\Box F$ Mailing Address Apt# | Suite # | Lot # City State Zip HOME PHONE: CELL PHONE: ☐ Yes | When _ □ No Have you ever been a patient of NRPCA? ☐ Single ☐ Married ☐ Divorced ☐ Widow/Widower Marital Status ☐ American Indian or Alaska Native ☐ Black/African American Race ☐ Asian ☐ Native Hawaiian/Other Pacific Islander □ Other □ White ☐ Decline to Answer Ethnicity ☐ Hispanic/Latino ☐ Not Hispanic/Latino ☐ Decline to Answer Preferred Language: Name & Phone # of Interpreter, if used ☐ English ☐ Other: Preferred Contact Method Preferred Appointment Reminder Method ☐ Home Phone ☐ Cell Phone ☐ Home Phone ☐ Cell Phone □ Text **Employment Status:** ☐ Full time ☐ Part time ☐ Self-employed ☐ Unemployed ☐ Student ☐ Military ☐ Retired Occupation **Employer Emergency Contact** Relationship to Patient Emergency Contact's Phone # Are any of your family members current NO | YES (Please provide name/provider below) patients of NorthRiver Primary Care? Patient Name: _____ Patient Name:

NRPCA Provider: _____

Date: Pa	ntient Name:				DOB:	
		INSURA	NCE INFORMATION			
Name of Primary Insu	rance:		Name of Second	dary Insurance:		
Contract #/Member ID			Contract #			
Group #			Group #			
Name of Policy Holder			Name of Policy Ho	lder		
Policy Holder Date of Birth	ו		Policy Holder Date	of Birth		
Relationship of Policy Holde	r to Patient		Relationship of Po	licy Holder to Patie	ent	
If Pa	tient is a MINOR (1	8 or young	ger), we must have th	ne following inforr	mation	
Person responsible for account				Relations	ship to Patien	t
Street Address					Apt #	
City		State			Zip	
Home Phone #	Cell Pho	one #		Work Pho	 ne #	
SSN	Sex □ M	□F	Date of Birth			Age
Email Address			1	Driver's Li	cense #	
If 26			e a dependent on the the the following inform		above,	
Mother's Name			's Address			
Phone Number	SSN			Date of E	Birth	
Father's Name	<u> </u>	Father's	s Address	l .		
Phone Number	SSN	1		Date of E	Birth	



Financial Policies and Procedures

Insurance:

You must bring your insurance card(s) to every visit and inform us of any changes as they occur.

Northriver Primary Care Associates participates with various insurance companies. We will be happy to assist you, but it is the patient's responsibility to know your insurance benefits, copays, deductibles and whether our physician is in network with your insurance policy(ies). Most insurances will not pay for everything. If a service is non-covered, the fees will become the responsibility of the patient or guarantor. All copays, deductibles or non-covered charges are due at the time of service regardless of who brings the patient in for his/her visit. We gladly accept Cash, Check, Visa, Mastercard, Discover and American Express as forms of payment. There is a 3.5% processing fee added to all credit transactions.

Private Pay:

If you are currently uninsured, NorthRiver Primary Care Associates requires an initial payment of \$100.00, due on the date of service, that will be put towards the charges for your visit. You will be billed for any remaining balance of services rendered.

Billing Policy:

As a courtesy, we will gladly file your office visit claim to your insurance company. Once your insurance has paid, any patient balances remaining will be billed to the patient or responsible party. If you are unable to make your payment in full, we ask that you contact our billing office to discuss a payment plan. If your balance remains unpaid for 90 days we may, at our discretion, turn your account over to an outside collection agency. You will be responsible for the fees assessed by the collection agency. This outstanding debt may also be listed with local, regional, or national credit-reporting agencies and may have a negative effect on the granting of future credit. All lab work sent to one of our reference labs for testing, will be billed separately by the reference lab that performs the testing. All DCH labs must go to DCH for testing & All Select Lab tests must go to Quest. Please alert the front & nursing staff of your insurance.

Minors:

If a patient is a minor (18 years or younger), the parent or guardian is responsible for any payment due at time of service. Please understand that both parents are financially responsible for payment on the account under all circumstances.

Returned Checks:

If your check is returned to NorthRiver Primary Care Associates unpaid, a \$30.00 returned check fee will be assessed in addition to the amount of the returned check. We can only accept cash or credit card payments for the returned check and fee. Both the check amount and fee must be paid together. If left unpaid, your check will be turned over to the Worthless Check Unit for collection.

Completion of Forms:

There is a fee and a 48-hour waiting period for all medical forms. Please do not ask the physician to complete forms in the room or leave them with him. All forms must be reviewed for accuracy and completion, and we need to have a copy for your file. Please check with our office staff in advance on the cost(s) of each request. Also, to release any medical records, we must have a release of information signed by the patient or parent/guarantor. Due to HIPAA regulations, when picking up records/information, please bring your Driver's License or ID for verification.

Appointment Cancellation:

Please give a 24-hour notice if you are unable to make your appointment. There will be a charge of \$50.00 for Primary Care appointments that are not cancelled at least 24 hours prior to appointment. There will be a charge of \$50.00 for all weight loss appointments with NorthRiver Wellness & Weight Loss that are not cancelled at least 24 hours prior to appointment.

Prescriptions:

We will refill your prescription as soon as we are able but please allow a 48-hour turnaround time. No routine prescriptions will be called in at night or on the weekend. There is a charge for prescriptions that must be printed.

Patient Signature:	Date:
(Applicants/Patients 19 & older MUST sign Financial Policies)	

Cardiovascular Abdominal aortic annerysm Diabetes, on pills Annemia An	Date: Patient Name:					DOB:		
Cardiovascular Endocrine GU Female ○ Brain cancer ○ Abdominal aortic aneurysm Diabetes, on insulin on Diabetes, on pills ○ Cervical cancer ○ Dementia ○ Anemia Diabetes, Type I on Diabetes, Type II on Anemia ○ Diabetes, Type II on Diabetes,	PAST MEDICAL HISTORY (Discussional control of the							
Abdominal aortic aneurysm			any c	•	ve c	•	iau II	<u>-</u>
aneurysm								
Anemia	0		0		0		0	
Angina		-	0	<u>-</u>				
Artic stenosis	0			* -				0
Atrial fibrillation	0	_						• •
Blood clots	0		0	± •		<u> </u>		
Carotid stenosis	0				0	<u>▼</u>		_
Congestive Heart Failure Coronary Artery Disease Appendicitis Coronary Artery Disease Appendicitis Coronary Coronary Artery Disease Appendicitis Allergies Allergies Dialysis Thrombosis Colon Cancer Cataracts End Stage Renal Disease Heart Attack/MI Crohn's Disease Glaucoma Disease Heart Attack/MI Crohn's Disease Glaucoma Disease Heart Attack/MI Crohn's Disease Glaucoma Disease Hearting Deficit Kidney cancer Kidney stones Nephrotic Syndrome Nephrotic Syndrome Renal cell carcinoma Hepatitis Renal Renal Cataracts End Stage Renal Disease Nephrotic Syndrome Nephrotic Syndrome Hepatitis Renal cell carcinoma Hepatitis Renal cell carcinoma Renal cell carcinoma Hepatitis Renal cell carcinoma Renal	0							
Failure Coronary Artery Disease Coronary Artery Disease Appendicitis DVT (Deep Vein Colon Cancer	0			• - •	0		0	•
Coronary Artery Disease O Appendicitis O DVT (Deep Vein Thrombosis) O Colon Cancer O Heart Attack/MI O Diverticulitis O Diverticulitis O Diverticulitis O Diverticulosis O High blood pressure O High cholesterol O Diverticulosis O Pacemaker O Pacemaker O PE (Pulmonary O Peripheral vascular disease O Live disease O Live disease O Stroke O Pancreatitis O Pancreatitis O Valve Disease O Perm O Derm O Abscesses O Acne O Derm O Melanoma O PSOriasis O Erectile Dysfunction O Psortatitis O Porostatitis O Porostatitis O Prostatitis O Prostatitis O Allergic rhinitis O Chilary O Divariculosis O Cataracts O Rend Stidge Renal O Nichaey stones O Nichaey stones O Nephrotic Syndrome O Ne	0	_	0	Thyroid problems	0	Urinary Incontinence	0	
Disease							0	Substance abuse
ODVT (Deep Vein Thrombosis) OCirrhosis OAllergies ODialysis Thrombosis) OColon Cancer OCataracts OEnd Stage Renal Disease OElaucoma OElaucoma Disease OElaucoma OE	0	•						
Thrombosis)			0		0	_		
Heart Attack/MI	0		0		0	•	0	
High blood pressure		· · · · · · · · · · · · · · · · · · ·	0		0		0	•
High cholesterol Mini-strokes Meani-strokes Meani-	0		0		0			
Mini-strokes	0	-	0		0		0	
Pacemaker	0	_	0		0	Vision Deficit	0	
PE (Pulmonary	0		0				0	-
Embolism)	0		0	, ,			0	
Peripheral vascular disease	0	PE (Pulmonary	0	Hiatal hernia	0		0	Renal failure or
disease		Embolism)	0	Irritable Bowel	0	HIV/AIDS		insufficiency
Stroke Stroke Pancreatitis Stroke Stroke Peptic Ulcer Disease Stomach ulcer Stomach ul	0	Peripheral vascular		<u> </u>	0	STD		
Valve Disease Peptic Ulcer Disease Stomach ulcer Osteoarthritis CPAP use Derm Ulcerative Colitis Osteopenia Stephysema Osteoporosis Lung Cancer Acne Eczema BPH (Benign Prostatic hypertrophy) Psoriasis Epididymitis Neuro/Psych ADHD Prostate Cancer Alzheimer's disease		disease	0	Live disease	0	Syphilis		Respiratory
Osteoarthritis Octave Derm Ulcerative Colitis Osteopenia Emphysema Abscesses Acne Eczema BPH (Benign Prostatic hypertrophy) Psoriasis Skin Cancer (specify) Prostate Cancer Acne Prostatitis Acne Acne BPH (Benign Prostatic hypertrophy) Acne BPH (Benign Prostatic hypertrophy) Acne Acne BPH (Benign BPH (Benign Acne BPH (Benign BPH (B	0	Stroke	0	Pancreatitis	0	Tuberculosis/ TB	0	Asthma
Derm Outcerative Colitis Osteopenia Emphysema Abscesses Osteoporosis Lung Cancer Acne GU Male Rheumatoid Arthritis Sleep Apnea Ezzema BPH (Benign Rotator cuff tear Melanoma prostatic hypertrophy) Other Psoriasis Epididymitis Neuro/Psych Skin Cancer (specify) Erectile Dysfunction ADHD Prostate Cancer Alcohol abuse Prostatitis Alzheimer's disease	0	Valve Disease	0	Peptic Ulcer Disease		Musculoskeletal	0	COPD
Abscesses Acne BPH (Benign Psoriasis Epididymitis Skin Cancer (specify) Prostate Cancer Prostatitis Osteoporosis Rheumatoid Arthritis Rotator cuff tear Other Other Neuro/Psych ADHD Prostate Cancer Alcohol abuse Prostatitis Alzheimer's disease			0	Stomach ulcer	0	Osteoarthritis	0	CPAP use
O Acne O Eczema O BPH (Benign O Melanoma O Psoriasis O Sleep Apnea O Rheumatoid Arthritis O Sleep Apnea O Rotator cuff tear O Melanoma O Psoriasis O Epididymitis O Erectile Dysfunction O Prostate Cancer O Alcohol abuse O Prostatitis O Sleep Apnea O Ather		<u>Derm</u>	0	Ulcerative Colitis	0	Osteopenia	0	Emphysema
 Eczema Melanoma Psoriasis Skin Cancer (specify) Prostate Cancer Alzheimer's disease Rotator cuff tear Meuro/Psych ADHD ADHD Prostate Cancer Alzheimer's disease 	0	Abscesses			0	Osteoporosis	0	Lung Cancer
Melanoma prostatic hypertrophy) Psoriasis Skin Cancer (specify) Prostate Cancer Prostatitis Alzheimer's disease Other Other Other Alchol abuse Alzheimer's disease	0	Acne		GU Male	0	Rheumatoid Arthritis	0	Sleep Apnea
O Psoriasis O Epididymitis Neuro/Psych O Skin Cancer (specify) O Erectile Dysfunction O ADHD O O O Prostate Cancer O Alcohol abuse O Prostatitis O Alzheimer's disease O O O O O O O O O O O O O O O O O O O	0	Eczema	0	BPH (Benign	0	Rotator cuff tear		
Skin Cancer (specify)	0	Melanoma		prostatic hypertrophy)				<u>Other</u>
 Prostate Cancer Alcohol abuse Prostatitis Alzheimer's disease 	0	Psoriasis	0	Epididymitis		Neuro/Psych		
Prostatitis Alzheimer's disease	0	Skin Cancer (specify)) 0	Erectile Dysfunction	0	ADHD	0	
			0	Prostate Cancer	0	Alcohol abuse		
			0	Prostatitis	0	Alzheimer's disease	0	
○ STD ○ Anxiety			0	STD	0	Anxiety		
○ Testicular problems ○ Autism ○			0	Testicular problems	0	Autism	0	
 Bipolar disorder 					0	Bipolar disorder		
FOR WOMEN: # of pregnancies: # of births: # children currently alive:	F(
Do you desire to get pregnant? YES NO Age at menopause:								
Age at first period? When was your last menstrual cycle?								-

Date: Patient Name:			DOB:
CURRENT MEDIC	CATIONS: (Pre	escriptions AND O	ver-the-Counter)
Medication	Dose	Frequency	Who prescribed medication?
FOOD/DRUG A	ALLERGIES (F	Please list your reac	tion to each)
SPECIALISTS: What Specialist	ts do vou see? (Cardiologist Derm	eatologist Eve Doctor etc.)
Name of Doctor/Practice		pecialty	Condition for which they treat you

Date:	Patient Name:					DOB:		
		ı	SU	RGICAL HISTORY/HO	OSP	TALIZATIONS		
Year				Name of ills	ness	operation/injury		
F	AMILY	HISTORY: (P	lea	se check if any of your b	oloo	d relatives have had a	ny of th	e following)
0 A	Alcoholisr	n	0	Dementia	0	High blood	0	Tuberculosis
0 A	sthma		0	Depression		pressure	0	Vision problems
	theroscle		0	Diabetes mellitus	0	Kidney disease	0	Cancer (specify)
	autoimmu isease	ine	0	Drug abuse	0	Mental illness	0	Other
	isease Blood disc	order	0	Hearing problems Hepatitis B	0	Obesity Rheumatoid	0	Other
	leart prob		0	High cholesterol		disease		
	leart dise			J	0	Stroke		
					0	Thyroid disease		
Relation	1	Still Living?		Health Problems/Cause of Death		Death		
Mother	Mother Yes or No							
Father	Father Yes or No							
Sister(s)	Sister(s) Yes or No							
Brother(s	Brother(s) Yes or No							
				HEALTH HA	ABIT	TS:		
1. D	o von en	rrently smoke?					ase skin	to question 4)
 Do you currently smoke? YES NO (If No, please skip to question 4) How long have you been a smoker? 					to question 1)			
4. Have you ever been a smoker? YES NO (If No, please skip to question 7)								
5. How long were you a smoker?								
6. How many packs a day did you smoke?								
7. D	o you us	e smokeless to	bac	eco? YES		NO		
8. D	o you reg	gularly drink a	lco	hol? YES		NO (If No, plea	ase skip	to question 10)
9. H	Iow many	drinks do you	ı ha	ive a day?				
10. D	10. Do you use any illegal drugs? YES NO							

Date: Patie	DOB:			
CHIEF COMPLAINT (Why	y you are here today):			
HEALTH MAINTENANCI remember exactly what year	E: Please indicate if you have r, please approximate)	had any of the follow	ing tests. If you cannot	
	Have you had this done?	If so, when?	Results?	
Colonoscopy	Yes or No			
Bone density scan or DEXA	Yes or No			
Mammogram (Females)	Yes or No			
Pap smear (Females)	Yes or No			
PSA Test (Males)	Yes or No			
Pneumonia shot or Pneumovax	Yes or No			
Tetanus shot or Tdap	Yes or No			
Shingles shot	Yes or No			
DIABETICS	Date	Provider		
Eye Exam				
Foot Exam				
PLEASE LIST ANY HOSP	PITALIZATIONS, SURGER PATIENT	IES, OR INJURIES: Γ PORTAL		
much more. If you would like		ase provide information l	ests, doctor visits, ultrasounds, and pelow. After registration, you will	
First Name:	First Name: Last Name:			
Email address:				
*** I want to receive a	ccess to the Northriver	Primary Care Cei	rner Patient Portal. ***	
Signature: Date:				



<u>AUTHORIZATION TO VERBALLY DISCLOSE OR PICK UP PERSONAL HEALTH INFORMATION</u>

Patient Name:	DOB:	MRN:
(We) the undersigned patient and/or responsible party here physicians, agents, employees or contractors to speak with below. This does not include or replace the HIPAA Complia requests of medical records by third parties. By signing beloabout yourself that is protected by federal law, for the sole party of the sole p	and disclose information ant Authorization for Medow, you hereby authorize	n to the person or persons indicated lical Records form needed for e NRPC to use or disclose information
☐ Please disclose in If you check this box, please of		
If you want certain individuals to disclose/pick up infor	mation, please comple	ete the next section.
Name		Relationship
Sensitive Privileged Information: I authorize the release psychological assessment, testing and treatment for a	_	· • •
Patient Signature:		Date:
(Per HIPAA, Applicants/Patients 14 & older MUST	<mark>sign Release of Info</mark>	<mark>rmation)</mark>
Medicare and Medicare Advantage Patients: If Advantage OR if you have traditional Medicare and ar have information on file regarding whether you have a □ No, I do not have an advance directive □ YES, I do have an advance directive. The person	re 65 years or older, your advance directive of	our plan requires that providers r not.
Name:	Phone Num	ber:
Relationship to Patient:		
Patient or Responsible Party Signature:	Dat	te:



ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES:

We are required by law to make a good faith effort to provide you with our Notice of Privacy Practices and to obtain an acknowledgement of its receipt from you. By signing below, you agree that you either received a copy of our Notice of Privacy Practices or were offered a copy and declined to take one. A copy of our Notice of Privacy Practices is displayed in the clinic. You may request a copy of the Notice at any time.

CONSENT FOR TREATMENT: I consent to necessary treatment, including drugs, medicine, procedures, x-rays, lab tests and/or other studies that may be used by the physician, the nurse, or staff.

AUTHORIZATION FOR RELEASE OF INFORMATION: I understand that my information may be given to the insurance company with whom I have coverage, agencies which may be assisting with payment for my care, billing agencies, agencies responsible for reviewing payments and/or quality of care, and other governmental agencies. I give permission for release of this information.

ASSIGNMENT OF BENEFITS: I hereby authorize payment directly to Northriver Primary Care Associates, of benefits otherwise payable to me including major medical insurance and payment of medical benefits, but not to exceed the charges of Northriver Primary Care Associates for these services. I understand that I am financially responsible to Northriver Primary Care Associates for charges not covered by this assignment. I authorize the refund of overpaid insurance benefits where my coverages are subject to coordination of benefits.

GUARANTEE OF ACCOUNT: In consideration of medical services rendered, the undersigned accepts all fees charged as lawful debt and agrees to pay Northriver Primary Care Associates insurance notwithstanding, for all said charges. Furthermore, undersigned agrees to pay the costs of collection including reasonable attorney's fees and court costs if such be necessary, waiving now and forever the right of exemption allowed to the constitution of laws of the State of Alabama or any other state. Undersigned further understands that Northriver Primary Care Associates does not accept insurance assignment as a guarantee of full payment.

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA): I consent to the use or disclosure of my protected health information (HPI) by Northriver Primary Care Associates for the purpose of diagnosis or providing treatment to me, obtaining payment for my healthcare bills, or to conduct healthcare operations. I have received a copy of the Company's Notice of Privacy Practice. The Notice describes the types of disclosures of my PHI that will occur in my treatment, payments of my bills, or in the performance of healthcare operations of the Company.

COMMUNICATION: I give my direct consent to receive communications from Northriver Primary Care Associates Staff, Servicers and the collectors of my account through various means including (1) cell phone (2) land line (3) email address (4) text message (5) auto dialer system (6) voicemail message and (7) other means of communication. If I am unreachable by telephone, I authorize NorthRiver Primary Care Associates & CMWL/NorthRiver Wellness to leave any results (lab, imaging, etc) and appointment information on the designated preferred voicemail.

CONSENT TO OBTAIN ELECTRONIC MEDICATION HISTORY: I understand that my medication history may be obtained utilizing an electronic information exchange and that this PHI may provide valuable information for my healthcare provider. I hereby authorize physicians to access my medication history without limitation or exclusion as is required and/or reasonably advisable to disclose, process, retrieve, transmit, and view for the purpose of the transmission of an electronic prescription issued by a provider authorized by law to prescribe, as necessary for my care and treatment.

Patient Name:	Patient Date of Birth:
Patient Signature:	Date:
(Per HIPAA, applicants/patients 14 & older	MUST sign Privacy Practice Acknowledgement)
Responsible Party: Relationship to Patient:	



CLINT MCENTYRE, MD · SCOTT KEMP, DO · RUDY HARRISON, DO JORDAN ARMSTRONG, CRNP · AMY WYATT, CRNP

PHYSICIANS BOARD CERTIFIED IN FAMILY MEDICINE

Comprehensive Outpatient Family Medicine, including:

Wellness/Health Maintenance Exams
Outpatient Care for Acute Medical Problems
Internal Medicine
Pediatrics (ages 4 and up)
X-Rays
EKGs
Minor Procedures
Weight Loss

We offer a variety of <u>vitamins and health supplements</u> by Pure Encapsulations, as well as a comprehensive list of supplements through our website.

Botox & Jeauveau

FOR MORE INFORMATION ABOUT OUR SERVICES, ASK OUR STAFF.
WE ALSO INVITE YOU TO VISIT OUR WEBSITE AT <u>northriverpca.com</u>



We also offer a comprehensive, evidence-based weight loss program:

Ask our staff or call 205.614.6004 to schedule a consultation.



Effective: June 15, 2016
Privacy Officer: Heather Harrison
Email: HHarrison@NorthRiverPCA.com
Website: www.NorthRiverPCA.com

4310 Watermelon Road • Northport, AL 35473 **Phone:** (205)330-5366 • **Fax:** (205)330-9915

Your Information. Your Rights. Our Responsibilities.

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.**

A. Your Rights

You have the right to:

- Get a copy of your paper or electronic medical record
- Correct your paper or electronic medical record
- Request confidential communication
- Ask us to limit the information NorthRiver Primary Care Associates shares
- Get a list of those with whom NorthRiver Primary Care Associates has shared your information
- Get a copy of this privacy notice
- Choose someone to act for you
- File a complaint if you believe your privacy rights have been violated

When it comes to your health information, you have certain rights. This section explains your rights and some of our responsibilities to help you.

Get an electronic or paper copy of your medical record

- You can ask to see or get an electronic or paper copy of your medical record and other health information NorthRiver Primary Care Associates has about you.
- NorthRiver Primary Care Associates will provide a copy or a summary of your health information, usually within 30 days of your request. NorthRiver Primary Care Associates may charge a reasonable, cost-based fee.

Ask us to correct your medical record

- You can ask us to correct health information about you that you think is incorrect or incomplete.
- NorthRiver Primary Care Associates may say "no" to your request, but NorthRiver Primary Care Associates will always inform you why in writing within 60 days.

Request confidential communications

- You can ask us to contact you in a specific way (for example, home or office phone) or to send mail to a different address.
- NorthRiver Primary Care Associates will say "yes" to all reasonable requests.

Ask us to limit what NorthRiver Primary Care Associates uses or shares

- You can ask us not to use or share certain health information for treatment, payment, or our operations.
 NorthRiver Primary Care Associates is not required to agree to your request, and NorthRiver Primary Care Associates may say "no" if it would affect your care.
- If you pay for a service or health care item out-of-pocket in full, you can ask us not to share that information for the purpose of payment or our operations with your health insurer. NorthRiver Primary Care Associates will say "yes" unless a law requires us to share that information.

Get a list of those with whom NorthRiver Primary Care Associates has shared information

- You can ask for a list (accounting) of the times NorthRiver Primary Care Associates has shared your health
 information for six years prior to the date you ask, who NorthRiver Primary Care Associates shared it with, and
 why.
- NorthRiver Primary Care Associates will include all the disclosures except for those about treatment, payment, and health care operations, and certain other disclosures (such as any you asked us to make). NorthRiver Primary Care Associates will provide one accounting a year for free but will charge a reasonable, cost-based fee if you ask for another one within 12 months.

Get a copy of this privacy notice

You can ask for a paper copy of this notice at any time, even if you have agreed to receive the notice electronically. NorthRiver Primary Care Associates will provide you with a paper copy promptly.

Choose someone to act for you

- If you have given someone medical power of attorney or if someone is your legal guardian, that person can exercise your rights and make choices about your health information.
- NorthRiver Primary Care Associates will make sure the person has this authority and can act for you before NorthRiver Primary Care Associates takes any action.

File a complaint if you feel your rights are violated

- You can complain if you feel NorthRiver Primary Care Associates has violated your rights by contacting us using the information on page 1.
- You can file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by sending a letter to 200 Independence Avenue, S.W., Washington, D.C. 20201, calling 1-877-696-6775, or visiting www.hhs.gov/ocr/privacy/hipaa/complaints/.
- NorthRiver Primary Care Associates will not retaliate against you for filing a complaint.

B. Your Choices

You have some choices in the way that NorthRiver Primary Care Associates uses and shares information as we:

- Tell family and friends about your condition
- · Provide disaster relief
- Include you in a hospital directory

- Provide mental health care
- Market our services and sell your information
- Raise funds

Your Choices

For certain health information, you can tell us your choices about what NorthRiver Primary Care Associates share.

If you have a clear preference for how NorthRiver Primary Care Associates shares your information in the situations described below, talk to us. Tell us what you want us to do, and NorthRiver Primary Care Associates will follow your instructions.

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

- Share information with your family, close friends, or others involved in your care
- Share information in a disaster relief situation
- Include your information in a hospital directory

If you are not able to tell us your preference, for example if you are unconscious, NorthRiver Primary Care Associates may go ahead and share your information if NorthRiver Primary Care Associates believes it is in your best interest. NorthRiver Primary Care Associates may also share your information when needed to lessen a serious and imminent threat to health or safety.

In these cases, NorthRiver Primary Care Associates never shares your information unless you give us written permission:

- Marketing purposes
- Sale of your information
- Most sharing of psychotherapy notes

In the case of fundraising:

 NorthRiver Primary Care Associates may contact you for fundraising efforts, but you can tell us not to contact you again.

C. Our Uses and Disclosures

NorthRiver Primary Care Associates may use and share your information as we:

- Treat you
- Run our organization
- Bill for your services
- Help with public health and safety issues
- Do research
- Comply with the law
- Respond to organ and tissue donation requests
- Work with a medical examiner or funeral director
- Address workers' compensation, law enforcement, and other government requests
- Respond to lawsuits and legal actions

How does NorthRiver Primary Care Associates typically use or share your health information?

NorthRiver Primary Care Associates typically uses or shares your health information in the following ways:

Treat you

NorthRiver Primary Care Associates can use your health information and share it with other professionals who are treating you. Example: A doctor treating you for an injury asks another doctor about your overall health condition.

Run our organization

NorthRiver Primary Care Associates can use and share your health information to run our practice, improve your care, and contact you when necessary.

Example: NorthRiver Primary Care Associates will use health information about you to manage your treatment and services.

Bill for your services

NorthRiver Primary Care Associates can use and share your health information to bill and get payment from health plans or other entities. *Example: NorthRiver Primary Care Associates will give information about you to your health insurance plan so it will pay for your services.*

How else can NorthRiver Primary Care Associates use or share your health information?

NorthRiver Primary Care Associates is allowed or required to share your information in other ways – usually in ways that contribute to the public good, such as public health and research. NorthRiver Primary Care Associates must meet many conditions in the law before NorthRiver Primary Care Associates can share your information for these purposes.

For more information see: www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/index.html.

Help with public health and safety issues

NorthRiver Primary Care Associates can share health information about you for certain situations such as:

- Preventing disease
- Helping with product recalls
- Reporting adverse reactions to medications
- Reporting suspected abuse, neglect, or domestic violence
- Preventing or reducing a serious threat to anyone's health or safety

Do research

NorthRiver Primary Care Associates can use or share your information for health research.

Comply with the law

NorthRiver Primary Care Associates will share information about you if state or federal laws require it, including with the Department of Health and Human Services if it wants to see that NorthRiver Primary Care Associates is complying with federal privacy law.

Respond to organ and tissue donation requests

NorthRiver Primary Care Associates can share health information about you with organ procurement organizations.

Work with a medical examiner or funeral director

NorthRiver Primary Care Associates can share health information with a coroner, medical examiner, or funeral director when an individual dies.

Address workers' compensation, law enforcement, and other government requests

NorthRiver Primary Care Associates can use or share health information about you:

- For workers' compensation claims
- For law enforcement purposes or with a law enforcement official
- With health oversight agencies for activities authorized by law
- For special government functions such as military, national security, and presidential protective services

Respond to lawsuits and legal actions

NorthRiver Primary Care Associates can share health information about you in response to a court or administrative order, or in response to a subpoena.

Our Responsibilities

NorthRiver Primary Care Associates:

- is required by law to maintain the privacy and security of your protected health information.
- will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
- must follow the duties and privacy practices described in this notice and give you a copy of it.
- will not use or share your information other than as described here unless you tell us we can in writing. If you tell us we can, you may change your mind at any time. Let us know in writing if you change your mind.

For more information see: www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/noticepp.html.

Changes to the Terms of this Notice

NorthRiver Primary Care Associates can change the terms of this notice, and the changes will apply to all information NorthRiver Primary Care Associates have about you. The new notice will be available upon request, in our office, and on our web site.