



Charles C. Greene, MD, PhD
www.jacksonvilleENTsurgery.com

MAIN OFFICE

11512 Lake Mead Ave Ste #536
Jacksonville, FL 32256
(904) 419-2054 (Ph)
(904) 419-2057 (Fax)

SATELLITE OFFICE

4131 University Blvd S #18
Jacksonville, FL 32216
(904) 419-2054 (Ph)
(904) 419-2057 (Fax)

SATELLITE OFFICE

3890 Dunn Ave Ste #202
Jacksonville, FL 32218
(904) 419-2054 (Ph)
(904) 419-2057 (Fax)

SATELLITE OFFICE

6484 Ft Caroline Rd
Jacksonville, FL 32277
(904) 419-2054 (Ph)
(904) 419-2057 (Fax)

SATELLITE OFFICE

789 W. Duval St
Lake City, FL 32055
(904) 419-2054 (Ph)
(904) 419-2057 (Fax)

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.

If you have any questions about this notice, please contact our office at (904) 419-2054.

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) is a federal program that requires that all medical and dental records and other individually identifiable health information used or disclosed by us in any form, whether electronically, on paper or orally, are kept properly confidential. This Act gives you, the patient, significant new rights to understand and control how your health information is used. HIPAA provides penalties for covered entities that misuse Protected Health Information (PHI).

WHO WILL FOLLOW THIS NOTICE

This notice describes the information privacy practices followed by our employees, staff and other office personnel. The practices described in this notice will also be followed by health care providers you consult with by telephone (when your regular health care provider from our office is not available) who provide "call coverage" for your health care provider.

YOUR HEALTH INFORMATION

This notice applies to the information and records we have about your health, health status, and the health care and services you receive at this office.

We are required by law to give you this notice. It will tell you about the ways in which we may use and disclose health information about you and describes your rights and our obligations regarding the use and disclosure of that information.

This Notice of Privacy Practices describes how we may use and disclose your Protected Health Information (PHI) to carry out treatment, payment or health care operations (TPO) and for other purposes that are permitted or required by law. It also describes your rights to access and control your protected health information. "Protected health information" is information about you, including demographic information, that may identify you and that relates to your past, present or future physical or mental health or condition and related health care services.

Uses and Disclosures of Protected Health Information

Your Protected Health Information may be used and disclosed by your physician, our office staff and others outside of our office that are involved in your care and treatment for the purpose of providing medical health care services to you, to pay your medical health care bills, to support the operation of the medical practice, and any other use required by law.

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