

ASU Employee Health patient privacy information

You have the right to expect the following from us:

- The right to amend or submit corrections to your protected health information.
- The right to be notified of breach of unsecured health information.
- The right to receive a printed copy of this notice.
- The right to receive an accounting of how and to whom your protected health information has been disclosed.
- The right to receive confidential communications concerning your medical condition and treatment.
- The right to request in writing restrictions on the use and disclosure of your protected health information (ASU Employee Health will review all requests and normally will respond within 60 days, but is not required to agree).

ASU Employee Health duties:

We are required by law to maintain the privacy of your protected health information and to provide you with this notice of our legal duties and privacy practices.

We are also required to abide by the privacy policies and practices outlined in this notice.

Right to revise privacy practices:

As permitted by law, we reserve the right to amend or modify our privacy policies and practices. These changes in our policies and practices may be required by changes in federal and state laws and regulations. Upon request we provide you with the most recently revised notice on any office visit. The revised policies and practices will be applied to all protected health information we maintain.

Complaints:

If you would like to submit a comment or complaint about our privacy practices, you can do so by sending a letter outlining your concerns to:

ASU Employee Health Services
Privacy Officer
1492 S Mill Ave Ste. 105
Tempe, AZ 85281

If you believe that your privacy rights have been violated, you should call the matter to our attention by sending a letter describing the cause of your concern to the same address. You may also send a written complaint to the Secretary of the Department of Health and Human Services.

You will not be penalized or otherwise retaliated against for filing a complaint.