



Notice of Privacy Practices

Effective Date: January 1, 2022

PURPOSE OF THIS NOTICE

At Sooner Pharmacy, we are committed to protecting the privacy of your personal health information. This Notice of Privacy Practices describes how we may use and disclose your health information and your rights concerning that information. We are required by law to maintain the privacy of your health information and to provide you with this notice.

OUR RESPONSIBILITIES

We are required by law to:

- Maintain the privacy of your health information.
- Provide you with this notice of our legal duties and privacy practices concerning your health information.
- Follow the terms of this notice currently in effect.

USES AND DISCLOSURES OF HEALTH INFORMATION

We may use and disclose your health information for the following purposes:

1. **Treatment:** We may use and disclose your health information to provide, coordinate, and manage your healthcare and related services. This includes sharing information with healthcare providers, pharmacists, and other healthcare personnel involved in your care.
2. **Payment:** We may use and disclose your health information to bill and receive payment from you, your insurance company, or a third party for the services you receive.
3. **Healthcare Operations:** We may use and disclose your health information to conduct healthcare operations, which include quality assessments, improvement activities, training, audits, and other administrative functions.
4. **Business Associates:** We may share your health information with third-party business associates who perform services for us (such as billing services or data storage) if these entities have agreed to keep your information secure.
5. **Required by Law:** We may disclose your health information when required to do so by federal, state, or local law, including disclosures related to public health, legal proceedings, law enforcement, and national security.
6. **Research:** We may use or share your information for research purposes, provided the research project meets the privacy requirements set by law.

YOUR RIGHTS

You have the right to:

1. **Inspect and Obtain Copies:** You may request to inspect and obtain a copy of your health information, subject to certain legal exceptions.
2. **Request Amendments:** You may request that we amend your health information if you believe it is incorrect or incomplete. We may deny your request under certain conditions.
3. **Request Restrictions:** You have the right to request a restriction on the use or disclosure of your health information for treatment, payment, or healthcare operations. While we will consider your request, we are not legally obligated to agree to it except in certain situations involving disclosures to health plans.
4. **Request Confidential Communications:** You may request that we communicate with you about your health information in a specific way or location (such as at your home, via mail, or a secure email address).

5. **Receive a List of Disclosures:** You may request a list (accounting) of the times we have shared your health information with others, excluding disclosures made for treatment, payment, healthcare operations, or certain other purposes.

CHANGES TO THIS NOTICE

We reserve the right to change the terms of this Notice of Privacy Practices. Any changes will be effective for all health information that we maintain. We will provide you with a revised notice upon your request or when you next receive services from Sooner Pharmacy.

COMPLAINTS

If you believe that your privacy rights have been violated, you may file a complaint with Sooner Pharmacy or with the U.S. Department of Health and Human Services (HHS). We will not retaliate against you for filing a complaint.

CONTACT INFORMATION

For questions about this notice, to request a copy, or to file a complaint, please contact:

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