



In Horry & Georgetown Counties of South Carolina  
P.O. Box 1193 • Myrtle Beach, SC 29578 • 843.497.3609

**NOTICE OF PRIVACY PRACTICES  
Uses/Disclosures of Protected Health Information (PHI)  
For Payment, Healthcare Operations**

We are committed to protecting the privacy of health information about you and that can identify you, which we call "protected health information". Our work will bring us in contact with patient records and treatment information, placing us in a position of knowledge of protected information regarding a patient's case. Any information that we see or hear concerning a patient's diagnosis, conditions, treatment, and / or financial status is strictly confidential and will be safeguarded.

Your protected health information will be used in the following instances for the purposes of payment or health care options:

- Contacting your insurance carrier for payment and benefit review.
- Contacting your primary care physician or any other specialist directly relating to your treatment.
- Obtaining information from hospitals relating to your medical billing for services.
- For use among medical office staff to determine payment.

It may be necessary to contact certain individuals regarding you for the purpose described below:

- Discussing your payment options with the individual responsible for your treatment.

You have the right to:

- Request restrictions on certain uses and disclosures.
- Obtain an accounting of disclosures of your protected health information.

Caring In Our Lifetime is legally obligated to:

- Maintain the privacy of your protected health information.
- Provide this Notice of Privacy Practices.
- Abide by the terms of this notice.

I have read the above: \_\_\_\_\_ Date: \_\_\_\_\_  
Recipient

\_\_\_\_\_  
Caring in Our Lifetime Board Member

\_\_\_\_\_  
Date