

NOTICE OF PRIVACY PRACTICES

The Health Insurance Portability and Accountability Act (HIPAA) requires that we offer you our University Health Services Notice of Privacy Practices (NPP) which describes how we may use and disclose your Personal Health Information (PHI). HIPAA requires that we protect the privacy of health information that identifies a patient, or when there is a reasonable basis to believe the information can be used to identify a patient. The Notice of Privacy Practices describes your right as our patient and our obligations regarding the use and disclosure of PHI.

If you visit the pharmacy in person or are seen as at patient in the clinics at University Health Services, you will be offered the Notice of Privacy Practices and be asked to sign an Acknowledgement of Receipt at your first visit.

If you are a CMU faculty or staff member and are having your first prescription delivered to you on campus, we offer the NPP information online:
<http://www.cmich.edu/gencounsel/manual/p12003.pdf>

**Summary Notice of Privacy Practices
Acknowledgement of Receipt
CMU Faculty and Staff**

I have received a link to an electronic version of the University Health Services Summary Notice of Privacy Practices which describes how University Health Services may use and disclose my protected health information (PHI) and I have been informed that I can obtain a hard copy of the complete Notice of Privacy Practices from the University Health Services Business Office, Foust 108 or an electronic copy from the CMU Policies website at:

<http://www.cmich.edu/gencounsel/manual/p12003.pdf>

Patient's Name

Last 4 digits of SS#

Signature

Date

Printed Name

Please forward to CMU Pharmacy, Foust 106 or fax to (989) 774-6665. HS 348-B (7/14/05)