



Notice of Privacy Practices

Door of Hope is a limited medical facility. We do not charge for services. We do not diagnose conditions. We partner with a Medical Director and the State of Missouri who either review ultrasound scans and/or diagnose sexually transmitted diseases (STI).

HEALTH INFORMATION THAT WE MAINTAIN ABOUT YOU

We maintain records of:

- Your name
- Your address
- Your telephone number
- Your condition that brings you here to Door of Hope
- The date the advocate reviewed your chart/report
- Findings related to the condition such as results of pregnancy tests and any other diagnostic or monitoring test to ensure your safety

YOUR RIGHTS REGARDING YOUR HEALTH INFORMATION

You have the right to:

- Request restrictions on certain uses and disclosures
- Receive communications of protected health information by alternative means or at alternative locations
- Inspect, copy and amend your protected health information held at Door of Hope
- Receive a paper copy of this notice even if you have received it electronically

HOW WE USE AND DISCLOSE YOUR HEALTH INFORMATION

We only use or disclose your health information as state and federal laws require or permit. In some cases, the law requires that you authorize the disclosure. In other cases, the law allows us to disclose your health information without your authorization.

Use and Disclosure Not Requiring Your Authorization

Treatment: We may use your health information for our treatment activities, such as disclosing it to other healthcare providers as helpful to treat you.

Operations: We may use and disclose your health information to manage our program operations, such as reviewing the quality of services you receive.

To Contact You: We may use the information in your health records to contact you if we have information about your treatment or other health-related benefits and services that may be of interest to you.

Other Permitted Uses and Disclosures

Door of Hope may use or disclose your health information for other purposes without your consent or authorization. In our experience such disclosures are rare, and the limited information we maintain is generally not applicable. However, when authorized by law, and to the extent we may have the information, we may disclose it to:

- Comply with the requirements of federal, state, or local laws, court orders or other lawful process and for administrative or court proceedings
- Report to a public health authority for the purpose of preventing or controlling disease, injury, or disability
- Report to the FDA for the quality, safety or effectiveness of FDA-regulated products or activities
- Notify a person who may have been exposed to a communicable disease or may otherwise be at risk of contracting or spreading a disease or condition
- Report abuse, neglect or domestic violence to a government authority
- Provide necessary information to a health oversight agency for activities such as audits, investigations, inspections, government benefit programs and regulated entities
- A law enforcement official for specified law enforcement purposes
- Prevent or lessen a serious and imminent threat to the health or safety of a person or the public
- Authorized federal officials for specialized government functions such as military and veterans activities; national security and intelligence activities; protective services for the president; medical suitability determinations; correctional institutions; government entities providing public benefits and
- Comply with workers' compensation laws

Uses and Disclosures with Your Authorization

Other uses and disclosures of your personal information require your written authorization. You may revoke your authorization at any time by doing so in writing.

HOW YOU CAN REACH US — If you want additional information about our privacy practices or if you believe Door of Hope has violated your privacy rights, you may file a complaint by contacting:

Door of Hope Executive Director
P.O. Box 710
Clinton, MO 64735

Door of Hope does not retaliate against people who file a complaint.

Additional Protections for Certain Information

- Confidential HIV related Information for which additional protections are provided by state law
- Alcohol or Substance Abuse Treatment Information for which additional protections are provided by state law

- Mental Health Treatment information for which additional protections are provided by state law