



HIPAA NOTICE OF HEALTH INFORMATION PRIVACY PRACTICES

Effective Date: August 1, 2025

WHO FOLLOWS THIS NOTICE

This Notice applies to all Gulf Surgical Dermatology clinics.

OUR PLEDGE TO PROTECT YOUR INFORMATION

We prioritize the privacy of your medical information. Records are used for quality care and legal compliance. We are required to:

- Keep your information private.
- Provide this Notice of privacy practices.
- Notify you if your information is breached.
- Follow the terms of this Notice.

HOW WE USE AND SHARE YOUR INFORMATION

- Treatment & Alternatives: We share your information with health professionals for your care, including aftercare, and to inform you of treatment options.
- Payment: Information is shared to bill and collect payment from you or insurers.
- Health Care Operations: Used for quality improvement, staff training, and decision-making on services.
- Involved Individuals: Information may be shared with family, friends, or others helping with your care or payment.
- Reminders & Services: We may remind you about appointments or share health-related benefits and services.
- Research: Under strict review, your information may be used for approved research.
- Fundraising: You may be contacted for fundraising efforts. You can opt-out at any time.
- Marketing: Limited communication about services, case management, or alternatives. No information is sold without your consent.
- Directory: Basic information may be shared unless you opt out.
- Business Associates: Shared with contracted partners under strict privacy protections.
- Legal Requirements: Shared as mandated by laws for public health, law enforcement, lawsuits, or other official needs.

YOUR RIGHTS

- Access & Copies: You can inspect or get copies of your medical information by written request. Fees may apply.
- Amendments: Request corrections to your records in writing if you believe they are incomplete or inaccurate.
- Accounting of Disclosures: Request a record of specific disclosures made in the past six years.
- Restrict Disclosures: Request limits on who sees your information. We may not always agree but will comply if feasible.
- Pay Out-of-Pocket Services: Restrict disclosure to insurers if you pay fully out-of-pocket.
- Confidential Communications: Request communications in specific ways (e.g., at work).
- Revoke Authorization: Revoke any prior permissions to use your information.
- Copy of Notice: Request a paper copy anytime.

CHANGES TO THIS NOTICE

- We may update this Notice and apply changes to all current and future information.
- Copies will be available at Gulf Surgical Dermatology locations and on our website.

QUESTIONS OR REPORTING

For more details or to report a concern, contact the Privacy Officer, Carol Titus at 251-308-6647 or Carol@gulfsurgicaldermatology.com.



Foreign Language Assistance

Spanish: ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-251-635-1315 (TTY: 711)

Korean: 주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 1-251-635-1315 (TTY: 711)

번으로 전화해 주십시오. Chinese: 注意: 如果您使用繁體中文, 您可以免費獲得語言援助服務。請致電1-251-635-1315 (TTY: 711)。

Vietnamese: CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 1-251-635-1315 (TTY: 711).

: لصتا كل فحاتم، ةفلكت نودب، ةغلاب قلعتي اميف ةدعاسم تامدخ دجوت، ةبير علا ةدحتت تنك اذل: هابتنا ب

Arabic .)711 :1315-635-251-1(فتاهلا يصنلا German: ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 1-251-635-1315 (TTY: 711).

French: ATTENTION : Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le 1-251-635-1315 (ATS: 711).

French Creole: ATANSYON: Si w pale Kreyòl Ayisyen, gen sèvis èd pou lang ki disponib gratis pou ou. Rele 1-251-635-1315 (TTY: 711).

Gujarati: ાન અાપો: ે તમે ગજરાતી ુ બોલતા હોય, તો ભાષા સહાયતા સેવા, તમારા માટે નન:શ ુ ઉપલ છે. 1-251-635-1315 પર કોલ કરો (TTY: 711).

Tagalog: PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa 1-251-635-1315 (TTY: 711).

Hindi: ध्यान दें: अगर आपकी भाषा हिंंदी है, तो आपके िलए भाषा सहायता सेवाएँ निन:शल्क डिपब्ध हैं। ુ 1-251-635-1315 (TTY: 711)

पर िकॉ करें। Laotian: ເປັນຊາບ: ຖ້າວ່າທ່ານເວົ້າພາສາລາວ, ການບໍລິການຊ່ວຍເຫຼືອພາສາ, ໂດຍບໍ່ເສຍຄ່າ, ແມ່ນມີພ້ອມໃຫ້ທ່ານ. ໂທ 1-251-635-1315 (TTY: 711).

Russian: ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните 1-251-635-1315 (телетайп: 711).

Portuguese: ATENÇÃO: Se fala português, encontram-se disponíveis serviços linguísticos, grátis. Ligue para 1-251-635-1315 (TTY: 711).