

## PRIVACY NOTICE

The following is a summary of the circumstances under which and purposes for which your health information may be used and disclosed:

- 1) To Provide Treatment: GSM (Golden State Medical, Inc.) may use your health information to coordinate with others involved in your care, such as your referring physician and other health care professionals in coordinating your care.
- 2) To Obtain Payment: Upon your signed release as it appears on your Rental/Purchase Agreement, GSM may include your health information on health claims submitted to third parties for equipment you receive from GSM. For example, GSM may be required by your health insurer to provide information regarding health care status so that the insurer will reimburse to GSM. GSM may need to obtain prior approval from your insurer and may need to explain to the insurer your need for the equipment that will be provided to you.
- 3) For Scheduling: GSM may use and disclose your health information in order to schedule delivery of your equipment.
- 4) For Follow-Up: When necessary, GSM may use and disclose your health information in order to follow your progress with the dispensed equipment.

Other permitted uses and disclosures of health information for which your health information may also be used and disclosed.

- 1) When legally required, GSM will disclose your health information when it is required to do so by any Federal, State or local law.
- 2) To report adverse events, product defects, to track product to enable product repairs and replacements, and to comply with requirements of the Food and Drug Administration.
- 3) GSM may disclose your health information in the course of any judicial procedures in response to an order or a court as expressly authorized by such or in response to a subpoena, discovery request or other lawful process.

### Authorization to use or disclose health information

Other than for the reasons stated above, GSM will not disclose your health information without your written authorization. If you or your representative authorizes GSM to use or disclose your health information, you may revoke that authorization in writing at any time.

### Your rights with respect to your health information

You have the following rights regarding your health information that GSM maintains

- 1) You may request restrictions on certain uses and disclosures of your health information to someone who is involved in your care or the payment of your care. However, GSM is not required to agree to your request. If you wish to make a request for restrictions, please contact our Privacy Officer at (800) 696-2900.
- 2) You have the right to inspect and copy your health information, including billing records. A request to inspect and copy records containing your health information may be made to the Privacy Officer at (800) 696-2900. If you request a copy of your health information GSM may charge a reasonable fee for copying and assembling costs associated with your request.
- 3) You or your personal representative has the right to lodge a complaint to GSM if you or your representative believes that your privacy rights have been violated. Complaints, in writing, should be made to:

Golden State Medical, Inc. Attention: Privacy Officer    200 Linden Avenue, Suite 100    Auburn, CA 95603

- 4) GSM encourages you to express any concerns you may have regarding the privacy of your information. You will not be retaliated against in any way for filing a complaint.

### Duties of GSM

GSM is required by law to maintain the privacy of your health information and to provide to you or your representative this Notice of its duties and privacy practices. GSM is required to abide by the terms of this Notice as may be amended from time to time. GSM reserves the right to change the terms of its Notice and to make new Notice provisions effective for all health information that it maintains. If GSM changes its Notice, GSM will provide a copy of the revised Notice to you or your appointed representative.