

Notice of Privacy Practices

This notice describes how medical information about you may be used and disclosed and how you can get access to this information. Please review it carefully.

Oncotech, Inc. is committed to protecting the confidentiality of individual's laboratory test results and other patient protected health information that we collect or create as part of our diagnostic testing activities.

We urge you to read this Notice of Privacy Practices carefully so that you will understand both our commitment to the privacy and protection of your confidential healthcare information and how you can participate in the protection of this information. If you have any questions about this Notice of Privacy Practices or other privacy related issues, please send an e-mail to info@oncotech.com or write to us at the following address:

Oncotech, Inc.
Attention: HIPAA Privacy Officer
15501 Red Hill Avenue
Tustin, CA 92780

This notice is effective as of April 14, 2003

Oncotech's Privacy Policy

Oncotech is committed to obtaining, maintaining, using, and disclosing patient protected health information (PHI) in a manner that protects patient privacy. Your other healthcare providers may have different notices regarding the use and disclosure of your PHI created in their offices.

Oncotech is required by law to provide you with this Notice of Privacy Practices with respect to PHI, to maintain the privacy of PHI, to state the uses and disclosures of PHI that Oncotech may make, and to list the rights of individuals and our legal duties with respect to their PHI. Your PHI at Oncotech includes personal and medical information (such as your name, address, date of birth, test ordered, etc.) that we obtain from you, your physician, health plan or other sources. Your PHI also includes the laboratory testing results that we create.

How Oncotech may use and disclose your Protected Health Information

Your PHI will be used or disclosed for treatment, payment, or healthcare operation purposes and for other purposes permitted or required by law. Not every use or disclosure is listed; however, all of the ways we use or disclose your PHI will fall into one of the categories listed below.

If we want to use or disclose your PHI for other purposes, we must obtain your written authorization. You have the right to revoke your authorization at any time, except if we already have made a disclosure based on that authorization. We do not need your authorization or permission to use or disclose your PHI for the following purposes:

Treatment

As a health care provider that provides laboratory testing for patients, requested by physicians, Oncotech uses your PHI as part of our testing processes and discloses your PHI to physicians and other authorized healthcare professionals who need access to your laboratory results to treat you. In addition to your treating physician, we may provide a consulting specialist physician with information about your results to further validate the results before release to your physician.

Payment

Our billing department will use and disclose your PHI to certain insurance companies, hospitals, physicians, and health plans for payment purposes, or to third parties to assist us in creating bills, claim forms, or getting paid for our services. For example, we may send your name, date of service, test performed, diagnosis code, and other information to a health plan so that the plan will pay us for the services we provided. In some cases, we may have to contact you to obtain billing information or for other billing purposes. When required, we may use an outside collection agency to obtain payment.

Healthcare Operations

We may use or disclose your PHI in the course of activities necessary to support our healthcare operations, such as performing quality checks on our testing, or for developing normal reference ranges for tests that we perform.

Disclosures to Business Associates

Oncotech may disclose your PHI to other companies or individuals who need your PHI in order to provide specific services to us. These other entities, known as “business associates,” must comply with the terms of a contract designed to ensure that they will maintain the privacy and security of the PHI we provide to them or which they create on our behalf. Our business associates must only use your PHI for designated treatment, payment, or health care operations purposes that they perform on our behalf. For example, your PHI may be disclosed to couriers we use to transport specimens to us, or to private accrediting organizations that inspect and certify the quality of our laboratories.

As Permitted or Required by Law

We may use or disclose your PHI for various public policy purposes that are authorized or required by federal or state law. We must provide you with copies of your PHI at your request, except where restricted or prohibited by state law.

Public Health

We may disclose your PHI to public health authorities for preventing or controlling disease, or reporting vital information. We must disclose your PHI for FDA reporting purposes.

Public Safety

We may use or disclose your PHI, when appropriate, to prevent or lessen a serious and imminent threat to the health and safety of a person or the public.

Threats to Health or Safety

We may use or disclose your PHI, when appropriate, to prevent a serious threat to your health and safety or that of another person or the general public. For example, in the course of investigating a physician's license.

Health Oversight

We may disclose your PHI to an oversight agency as it relates to governmental oversight, licensure, auditing, and other purposes. Other agencies may audit our billing and laboratory records to verify that the health care was provided as claimed or that we were paid correctly.

Research

We may use or disclose your PHI to researchers whose research has been approved by an institutional review board which has reviewed the research proposal and established protocols to ensure the privacy of your PHI.

Judicial and Administrative Proceedings

We may disclose your PHI as required to comply with court orders, discovery requests, government agencies, or other legal process in the course of a judicial or administrative proceeding.

Law Enforcement

We may disclose your PHI to law enforcement agencies relating to crimes and other law enforcement purposes.

Specialized Government Functions

We may disclose your PHI for military and veterans activities, national security or intelligence purposes, or to correctional institutions, or to law enforcement officials having custody of an inmate.

Workers Compensation

We may disclose your PHI as necessary to comply with the requirements of worker's compensation or similar programs that provide benefits for work-related injuries or illness without regard to fault.

Your Rights Concerning Privacy and Confidentiality

Access

You or your authorized or designated personal representative has the right to inspect and copy your PHI. Oncotech will deny access to certain information for specific reasons such as when state law is more restrictive than federal law. For example, under California law, we are not permitted to provide your PHI to you directly, even with written consent. We are only permitted to release your laboratory results to licensed personnel under the provisions of the law. We can provide your PHI to your physician if he or she requests such information on your behalf.

Amendments

You have the right to request amendments to your PHI, although we are not required to make the requested amendments.

Accounting

You have the right to obtain an accounting of disclosures of your health information for purposes other than treatment, payment, or health care operations, disclosures to you or authorized by you, incidental disclosures and certain other excluded disclosures.

Restrictions

You have the right to ask us if we will agree to restrictions on certain uses and disclosures of your PHI, although we are not required to agree to your request.

Confidential Communications

You have the right to request that we send your PHI to an alternate address, although we are not required to agree to your request.

Notice of Privacy Practices

You have the right to request a paper copy of this Notice.

Complaints

If you believe your privacy rights have been violated, you have the right to register a complaint with Oncotech or the Secretary of the U.S. Department of Health and Human Services. Oncotech will not retaliate against any individual for filing a complaint. You may file a complaint by writing to us at the address located at the beginning of this Notice.

How to Exercise Your Rights

Write to us at the address listed at the beginning of this Notice with your specific written request and be sure to include sufficient information for us to identify all of your records. Oncotech will consider your request and provide you with a response within a reasonable timeframe. Should we deny your request, you have the right to ask for the denial to be reviewed by another healthcare professional designated by Oncotech. For additional details, or for instructions regarding how to exercise these rights, please contact us.

Note Regarding California State Law

In cases where state law is more restricted than federal law, we are required to follow the more restrictive state law.

You may request a copy of this Notice in electronic and/or paper form by visiting our website at www.oncotech.com.

Oncotech reserves the right to amend this Notice of Privacy Practices at any time to reflect changes in our privacy practices, and these changes will apply retroactively. Any such changes will be applicable to and effective for all PHI that we maintain including PHI we created or received prior to the effective date of the Notice revision.