

# Notice of Privacy Practices

This notice describes how information about you may be used and disclosed by Women's Care/London Women's Care (the "Practice") and how you can get access to this information. Please review it carefully. This Notice is effective February 10, 2026 and applies to all protected health information ("PHI") and substance use disorder (SUD) treatment records found at 42 C.F.R. Part 2 ("Part 2") as defined by federal and state regulations. (Rev. 2/2026)

## Understanding your health record/information:

What is in your healthcare record and how your PHI and/or SUD Records are used helps you to: ensure its accuracy, better understand who, what, when, where, and why others may access your PHI and/or SUD Records, and make better informed decisions when authorizing disclosure to others.

Each time you visit our office, a record of your visit is made. This record contains your symptoms, examination and test results, diagnoses, treatment, and a plan for future care or treatment. This information, referred to as your health or medical record, may be used by our Practice, as follows:

- A basis for planning your care and treatment
- A means of communication among the healthcare professionals who contribute to your care. We may need to transmit PHI and/or SUD Records over an unsecured medium, such as a paper-to-paper fax. Unencrypted text messaging or e-mailing may be used when requested and/or initiated by you. Please note that transmitting PHI and/or SUD Records via an unencrypted medium presents a risk that this information could be read by a third party.
- A legal document describing the care we provided to you
- A record that you or a third-party payer can verify services billed were actually provided
- A tool in educating healthcare professionals
- A source of data for medical research
- A source of information for public health officials charged with improving the health of this county, state and the nation
- A tool which we can assess and continually work to improve the care we render and the outcomes we achieve
- To provide you with information on additional treatment alternatives and other health-related benefits
- We may use your information for appointment reminders and other communications by us as defined by the "Consent" page

## Your Health Information Rights:

Although your health record is the physical property of this Practice, the information belongs to you. You have the right to:

- Obtain a copy of this Notice of Privacy Practices
- Inspect and/or receive a copy of your PHI and/or SUD Records, hard-copy or electronically, as provided for in 45 CFR 164.512 and 45 CFR 164.524 of the Health Insurance Portability and Accountability Act of 1996 as subsequently amended ("HIPAA")
- Amend your health record as provided in 45 CFR 164.524 (HIPAA)
- Obtain an accounting of disclosures of your PHI and/or SUD Records
- Request communications of your PHI and/or SUD Records by alternative means or at alternative locations
- Request a restriction on certain uses and disclosures of your PHI and/or SUD Records, including health plans, if you paid for these services out of pocket

- Revoke your authorization to use or disclose PHI and/or SUD Records upon written request, except to the extent that action has already been taken
- You have a right to opt out of communications for fund-raising activities of this Practice

## Our Responsibilities. We are required to:

- Maintain the privacy of your PHI and SUD Records as defined by federal/state laws
- Provide you with this notice as to our legal duties and privacy practices with respect to information we collect and maintain about you
- Notify you of a breach of your PHI and unsecured versions of SUD Records
- Notify you if we are unable to agree to a requested restriction

We reserve the right to change our privacy practices and to make the new provisions effective for all PHI and/or SUD Records we maintain. Should our information practices change, we will post the changes in our reception area and on our website at [www.womenscareobgyn.com](http://www.womenscareobgyn.com). At your request, we will provide you a revised Notice of Privacy Practices.

## To Report a Problem

If you have questions, would like additional information or wish to report a problem, please contact the Practice's Privacy Officer. The HIPAA Privacy Officer for the entire organization is the Chief Medical Officer ("CMO") at (813) 286-0033 or 4030 W. Boy Scout Blvd., Ste. 800, Tampa, Florida 33607. The e-mail address is [patientservices@WomensCareFL.com](mailto:patientservices@WomensCareFL.com).

If you believe your privacy rights have been violated, you can file a complaint with the practice's Privacy Officer, the CMO, or with the Office of Civil Rights, U.S. Department of Health and Human Services, by sending a letter to: 200 Independence Ave. S.W., Washington, D.C. 20201, calling (877) 696-6775 or visiting <https://www.hhs.gov/hipaa/filing-a-complaint/index.html>. There will be no retaliation for filing a complaint.

## Treatment, Payment and Healthcare Operations:

**Single Consent:** Except in an emergency or other special situations, you may provide a single consent for all future uses or disclosures of SUD Records to your treating providers, health plans, third-party payers, and people helping to operate the Practice for the purposes of treatment, payment, and/or healthcare operations pursuant to Part 2, so that we may use and disclose your PHI and/or SUD Records for the following purposes.

**Treatment:** Information obtained by a member of our healthcare team will be recorded in your record and will be used to determine the course of treatment we believe is best for you. We may also share with other healthcare providers involved with your treatment copies of your PHI and/or SUD Records to assist them in treating you.

**Payment:** We may use and disclose your PHI and/or SUD Records to obtain payment for services we provide to you, including contact with your insurance company and bills that may be sent to you or a third-party payer.

**Healthcare Operations:** Members of the medical staff may use and disclose your PHI and/or SUD

Records to assess the care and outcomes in your case and others like it. This information will then be used in an effort to continually improve the quality and effectiveness of the healthcare and service we provide.

**Business Associates:** There are some services provided in our organization through contracts with business associates. When these services are contracted, we may need to disclose your PHI and/or SUD Records to our business associate so they can perform the job we have engaged them to perform. HIPAA now requires the business associate to protect your PHI and/or SUD Records just as we do. Therefore, HIPAA and the Practice, require the business associate to sign a Business Associate Agreement, protecting and securing your PHI and SUD Records as required by Federal and State law.

**Health Information Exchange:** A health information exchange ("HIE") is a network that allows HIE participants to share patient's PHI and/or SUD Records for treatment, payment, and healthcare operations purposes and other lawful purposes to the extent permitted by law. HIEs make it possible for us to electronically share patient's PHI and/or SUD Records to coordinate care, obtain billing information, and participate in quality improvement, public health, and population health initiatives, among other things. Participants in the HIE may be healthcare providers, their billing companies, insurers, health plans, and accountable care organizations ("Participants"). Note, that sensitive information (such as information relating to mental health, drug and alcohol treatment, HIV status, and sexually transmitted diseases) may be contained in the documents accessed through the HIE. You may choose to opt out of participating in all HIEs the Practice participates.

**Notification:** We may use or disclose PHI and/or SUD Records to notify or assist in notifying a family member, personal representative, or another person responsible for your care, your location and general condition. (As governed by federal/state law and the Consent page).

**Communication with Family:** Healthcare professionals, using their best judgment, may disclose to a family member, other relative, close personal friend or any other person you identify, PHI and/or SUD Records relevant to that person's involvement in your care or payment related to your care. (As governed by federal/state law and the Consent page). Disclosure of SUD Records may be subject to a stricter standard.

**Research:** We may disclose PHI and/or SUD Records to researchers, when an institutional review board has reviewed the research proposal and established protocols to ensure the privacy of your health information has approved their research. This information will be de-identified.

**Food and Drug Administration (FDA):** We may disclose to the FDA PHI and/or SUD Records relative to adverse events with respect to food, supplements, product and product defects, or post marketing surveillance information to enable product recalls, repairs, or replacement.

# Notice of Privacy Practices (continued)

**Worker's Compensation:** We may disclose PHI and/or SUD Records to the extent authorized by and to the extent necessary to comply with laws relating to worker's compensation or other similar programs established by law.

**Public Health and Public Safety:** As required by law, we may disclose your PHI and/or SUD Records to public health or legal authorities charged with preventing or controlling disease, injury, or disability and to prevent or lessen a serious imminent threat to the safety of a person or the public.

**Correctional Institution:** Should you be an inmate of a correctional institution, we may disclose to the institution or agents thereof PHI and/or SUD Records necessary for your health and the health and safety of other individuals.

**Legal Proceedings and Law Enforcement:** PHI and/or SUD Records, or testimony relaying the content of such records, will not be used or disclosed in any civil, administrative, criminal, or legislative proceedings against you unless based on specific written consent or a court order. Records will only be used or disclosed as governed by federal/state law and Consent.

**Abuse and Domestic Violence:** As provided by federal and state law, we may, at our professional discretion, disclose to proper federal or state authorities PHI and/or SUD Records related to possible or known abuse or domestic violence.

**Sale of Business:** We may disclose your PHI and/or SUD Records in connection with the sale of all or part of our business. Other than this exception, we will not sell your PHI and/or SUD Records for remuneration without your authorization.

**Authorization:** We will not use or disclose your PHI and/or SUD Records without written authorization from you or your legal representative for: psychotherapy notes, HIV+/AIDS status, drug/alcohol abuse records, marketing purposes, or other uses and disclosures not described in this notice, unless allowable by federal/state law.

**Deceased Persons:** We may release PHI and/or SUD Records to a coroner or medical examiner authorized by law to receive such information.

**Organ and Tissue Donation:** We may disclose your PHI and/or SUD Records to organizations that obtain organs or tissues for banking and/or transplantation.

**Military, National Defense, and Security:** We may release your PHI and/or SUD Records if required for military, national defense and security, and other special government functions as governed by federal/state law.

**As Required by Law:** We may use and disclose your PHI and/or SUD Records when required to do so by any other laws not already referenced in this notice.