



Super V Drug Store  
NCPDP: 0410821  
1000-A East Matthews  
Jonesboro, AR 72401  
06-13-2016

2016

PAAS National<sup>®</sup> Health Care FWAC/HIPAA Policy & Procedure Manual

- b. Super V Drug Store is not required to accept restrictions other than payment related uses not required by law that have been paid in full by the individual or representative other than a health plan.
      - c. If we do agree to requested restrictions, they shall be binding until you request that they be terminated.
      - d. Requests for restrictions or termination of restrictions must be submitted in writing to the Privacy Officer listed in Section D of this Notice.
2. **Alternative Means of Communication**
  - a. You have a right to receive confidential communications of protected health information by alternate methods or at alternate locations upon reasonable request. Examples of alternatives may be sending information to a phone or mailing address other than your home.
  - b. Super V Drug Store shall make reasonable accommodation to honor requests.
  - c. Requests must be submitted in writing to the Privacy Officer listed in Section D of this Notice.
3. **Access to Health Information**
  - a. You have a right to inspect and copy your protected health information. The designated record set will usually include prescription and billing records. You have the right to request the protected health information in the designated record set for as long as we maintain your records.
  - b. You have the right to request that your protected health information be provided to you in an electronic format if available.
  - c. Requests must be submitted in writing to the Privacy Officer listed in Section D of this Notice.
  - d. Any costs or fees associated with copying, mailing or preparing the requested records will be charged prior to granting your request.
  - e. Super V Drug Store may deny your request for records in limited circumstances. In case of denial, you may request a review of the denial for most reasons. Requests for review of a denial must also be submitted to the Privacy Officer listed in Section D of this Notice.
4. **Amendments to Health Information**
  - a. If you believe that your protected health information is incomplete or incorrect, you may request an amendment to your records. You may request amendment to any records for as long as we maintain your records.
  - b. Requests must be submitted in writing to the Privacy Officer listed in Section D of this Notice.
  - c. Requests must include a reason that supports the amendment to your health information.
  - d. Super V Drug Store may deny amendment requests in certain cases. In case of denial, you have the right to submit a Statement of Disagreement. We have the right to provide a rebuttal to your statement.
5. **Accounting of Uses and Disclosures**
  - a. You have the right to request an accounting of uses and disclosures that are not for treatment, payment or health care operations. This accounting may include up to the six years prior to the date of request and will not include an accounting of disclosures to yourself, your personal representatives or anything authorized by you in writing. Other restrictions may apply as required in the Privacy Rule.
  - b. Requests must be submitted in writing to the Privacy Officer listed in Section D of this Notice.
  - c. The first accounting in any 12-month period will be provided to you at no cost. Any additional requests within the same 12-month period will be charged a fee to cover the cost of providing the accounting. This fee amount will be provided to you prior to completing the request. You may choose to withdraw your request to avoid paying this fee.
6. **Notice of Privacy Practices**