

**Notice of Our Privacy Practices**  
**HIPAA (Health Insurance Portability and Accountability Act)**  
**Peter J. Samuels, D.D.S.**  
**January 1, 2007**

A new law (HIPAA) requires us to continue maintaining your privacy and to give you this notice and to follow the terms of this notice. This notice describes how your dental and health information may be used and disclosed and how you can access this information. Please review it carefully.

We have always and will continue to keep your dental and health information secure and confidential.

The law permits us to use or disclose your dental and health information to those involved in your treatment. For example, reviews of your file are permitted by a specialist doctor whom we may involve in your care.

We may use or disclose your dental and health information for payment of your services. For example, one of our staff will enter your information into our computer.

We will use whatever address, telephone number or email you prefer to contact you. For example, we will send postcard reminders and also remind you about your appointments. If you are not home, we may leave this information on your answering machine or with the person who answers the telephone. We may also call your workplace and if you are not available, leave a message on your voicemail or with a coworker or secretary. If preferred, we may contact you by email.

In an emergency, we may disclose your dental and health information to a family member or another person responsible for your care.

We may release some or all of your dental and health information when required by law.

You have the right to transfer copies of your dental information to another practice. We will mail your records for you.

You may request in writing that we not use or disclose your dental and health information as described above. We will let you know if we can fulfill your request.

You may file a complaint with the Department of Health and Human Services, 200 Independence Avenue, S.W., Room 509F, Washington, DC 20201. There will be no repercussions against you for more information or assistance regarding your dental health information privacy, please contact our Privacy Office Sharon Shaffer, at (717) 334-0555.