

Wisconsin Early Autism Project, Inc.

Madison Corporate Offices and Clinic
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Summary of the Notice of Privacy Practices

Please refer to the notice form for a complete description of the privacy practices summarized below

What Health Information Is

Whenever a WEAP provider treats you, health information is created. Health information may be written (e.g. an entry into the data book or a treatment plan), spoken (discussion amongst therapists and/doctors), or electronic (bills saved into computer)

WEAP: An Organization which Handles Health Information

The Wisconsin Early Autism Project has several facilities throughout Wisconsin. Each clinic follows the same privacy practices when handling your health information

The Law Permits WEAP Providers to Use or Disclose Health Information for These Routine Activities:

- For Treatment
- For Payment
- For Health Care Operations
- For Appointment Reminders/Communications

Other Examples of Permitted Uses and Disclosures of Health Information:

- Uses and disclosures permitted or required by law
- Some research activities
- Some marketing activities
- Public health activities

Activities You Can Object To

In many circumstances, you may have the right to object before we disclose certain information

Activities That Require Your Written Permission (Authorization)

If WEAP needs to use or disclose your health information for other purposes, we must first receive your written authorization.

Your Patient Privacy Rights

You have the right to....

- Request how we contact you
- Inspect, and receive a copy of, your medical and billing records
- Request corrections to your medical and billing records
- Receive an accounting (list) of certain disclosures
- Receive a paper copy of WEAP's *Notice of Privacy Practices*. You can get a current Notice form at any WEAP clinic
- Request restrictions on uses and Disclosures of your health information. (We may not be able to grant requests beyond what the law requires)

Questions or Concerns?

Please contact Mary Price at (608) 288-9040.