CHEM, Inc.
Center for Radiation Oncology
Center for Magnetic Resonance Imaging
48 Montvale Avenue, Stoneham, MA 02180

HALLMARK HEALTH CORPORATION (HHC)
JOINT NOTICE OF PRIVACY PRACTICES EFFECTIVE DATE 4/14/03

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.

The covered entities participating in HHC's Organized Healthcare Arrangement will share Protected Health Information (PHI) with each other, as necessary to carry out treatment, payment, or healthcare operations relating to the Organized Healthcare Arrangement.

I. How We May Use or Disclose Your Health Information:

For Treatment: We may use your health information to provide you with medical treatment or services. For example, information obtained by a health care provider, such as a physician, nurse, or other person providing health services to you, will record information in your record that is related to your treatment. This information is necessary for health care providers to determine what treatment you should receive. Health care providers will also record actions taken by them in the course of your treatment and note how you respond to the actions.

For Payment: We may use and disclose your health information to others for purposes of receiving payment for treatment and services that you receive. For example, a bill may be sent to you or a third-party payor, such as an insurance company or health plan. The information on the bill may contain information that identifies you, your diagnosis, and treatment or supplies used in the course of treatment.

For Health Care Operations: We may use and disclose health information about you for operational purposes. For example, your health information may be disclosed to members of the medical staff, risk or quality improvement personnel, and others to:

- Evaluate the performance of our staff;
- Assess the quality of care and outcomes in your cases and similar cases;
- Learn how to improve our facilities and services; and
- Determine how to continually improve the quality and effectiveness of the health care we provide.

Other Services:

Appointments: We may use your information to provide appointment reminders or information about treatment alternatives or other health-related benefits and services that may be of interest to the individual.

Fund Raising: Fund Raising: We may use certain information (name, address, telephone number, dates of service, age and gender) to contact you in the future to raise money for any of the Hallmark Health Corporate Entities named in this Joint Notice that you specify. The money raised will be used to expand and improve the services and programs we provide the community.

Facility Directories/Clergy Members: The facility directory is used to provide your name/location, and general status for callers or visitors asking for you by name. Note that religious affiliation will only be provided to members of the clergy who are not required to ask for you by name. We may use or disclose limited information about you as described above unless you tell us otherwise. You do have the right to opt out of our Organization's Facility Directories, or to specify what information we may disclose and to whom.

As Required by Law: We may use and disclose information about you as required by law. For example, HHC may disclose information for the following purposes:

- Judicial and administrative proceedings (e.g. subpoenas, court orders, etc).
- To report information related to victims of abuse, neglect or domestic violence.
- To assist law enforcement officials in their law enforcement duties.

Public Health: Your health information may be used or disclosed for public health activities such as assisting public health authorities or other legal authorities to prevent or control disease, injury, or disability, or for other health oversight activities.

Decedents: Health information may be disclosed to funeral directors or coroners to enable them to carry out their lawful duties.

Organ/Tissue Donation: Your health information may be used or disclosed for cadaveric organ, eye or tissue donation purposes.

Research: We may use your health information for research purposes when an institutional review board that has reviewed the research proposal and established protocols to ensure the privacy of your health information has approved the research.

Health and Safety: Your health information may be disclosed to avert a serious threat to the health or safety of you or any other person pursuant to applicable law.

Government Functions: Your health information may be disclosed for specialized government functions such as protection of public officials or reporting to various branches of the armed services.

Workers' Compensation: Your health information may be used or disclosed in order to comply with laws and regulations related to Workers' Compensation.

Other Uses: Other uses and disclosures will be made only with your written authorization and you may revoke the authorization except to the extent HHC has taken action in reliance on such.

II. Your Health Information Rights:

You have the right to:

Request a restriction on certain uses and disclosures of your protected health information as listed below. However, the organizations included in this joint Notice are not required to agree to requested restrictions:

- Obtain a paper copy of the notice of Information Practices upon request
- Inspect and obtain a copy of your health record
- Amend your health record
- Receive confidential communications regarding your care and treatment and request communications by alternative means (e.g. You may request a provider speak to you in a more private setting.)
- Receive an accounting of how your medical information has been disclosed for purposes other than treatment, payment or healthcare operations and those as authorized by the patient.

III. Our Obligations Under This Joint Notice:
We are required by law to:

- Maintain the privacy of your protected health information
- Provide you with a Notice of our legal duties and privacy Practices with respect to your health information.
- Abide by the terms of this Notice
- Notify you if we are unable to agree to a requested restriction on how your information is used or disclosed
- Accommodate reasonable requests you may make to communicate health information by alternative means or at alternative locations
- Inform you of any regulatory changes to this Notice of Privacy Practices
- Revised Notices will be posted in our facilities, on our Website, and will be made available in hard-copy by your health care provider or upon registration

IV. Questions & Concerns:
If you believe your Privacy Rights have been violated, you may complain to the Privacy Official at any of the following Hallmark Organizations where you received your services as listed below, and to the Department of Health and Human Services. You will not be retaliated against for filing a complaint.

V. Contact Information:

Melrose-Wakefield Hospital
585 Lebanon St
Melrose, MA 02176
Phone: 781-979-3545
Contact: Quality Improvement Dept

Ell Pond Medical Associates
101 Main St, Suite 116
Melrose, MA 02176
Phone: 781-391-2121

Hallmark Health Visiting Nurse Assoc.
100 Hospital Rd
Malden, MA 02148
Phone: 781-338-7800

Hallmark Health Hospice
100 Hospital Rd
Malden, MA 02148
Phone: 781-338-7800

Hallmark Health Welfare Benefits Plan
(Insured Health Plans) &
Hallmark Health Flexible Benefits Plan
(Medical Expense Reimbursement Plan)
170 Governors Ave
Medford, MA 02155
Phone: 781-306-6550

Malden Medical Center
100 Hospital Rd.
Malden, MA 02148
Phone: 781-979-3454
Contact: Quality Improvement Dept

Melrose Medical Management
1715 Broadway
Saugus, MA 01906
Phone: 781-979-6302

Health Diagnostics
24 Porter St.
Melrose, MA 02176
Phone: 781-979-6722

Hallmark Health DME & Respiratory Equipment Co.
100 Hospital Rd
Malden, MA 02148
Phone: 781-338-7800

Hallmark Health Healthy Families Prgm.
c/o 100 Hospital Rd
Malden, MA 02148
Phone: 781-338-7800

Lawrence Memorial Hospital
170 Governors Ave
Medford, MA 02155
Phone: 781-979-3545
Contact: Quality Improvement Dept.

CHEM Center
48 Montvale Ave
Stoneham, MA 01810
Phone: 781-279-2213

Hallmark Medical Staff
585 Lebanon St
Melrose, MA 02176
Phone: 781-979-3020

Hallmark Health Lifeline Prgm.
100 Hospital Rd
Malden, MA 02148
Phone: 781-338-7800

Hallmark Health Advantage
100 Hospital Road
Malden, MA 02148
Phone: 781-388-4084

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