

CATAWBA COUNTY PUBLIC HEALTH
NOTICE OF PRIVACY PRACTICES
This Notice is effective September 01, 2026

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.

OUR LEGAL DUTY:

We are required by law to maintain the privacy of Protected Health Information (hereinafter "PHI") about you that identifies you. This may be information about health care services that we provide to you or payment for health care provided to you. It may be information about your past, present or future health care condition. We are required by law to provide you with this Notice of Privacy Practices explaining our legal duties and privacy practices with regard to your PHI. We are legally bound to follow the terms of this Notice. In other words, we are only allowed to use and disclose health care information in the manner that we have described in this Notice.

We may change the terms of this Notice in the future. We reserve the right to make changes and to make the new Notice effective for all health care information that we maintain. If we make changes to the Notice, we will post the new Notice in our waiting area. You may contact us using the information at the end of this Notice.

USES AND DISCLOSURES OF PHI:

We use and disclose PHI about you in order to provide treatment, to obtain payment for that treatment, to operate our business efficiently, or for other legally mandated or authorized purposes. The following list and the examples shown are not exhaustive:

Treatment: We may use or disclose your PHI with health care providers who are involved with your health care. For example, information may be shared to determine the course of treatment that would work best for you.

Payment: We may use or disclose your PHI to obtain payment for services we provide to you. For example, information may be shared to prepare a bill to Medicaid or an insurance company.

Health Care Operations: We may use or disclose PHI in order to manage our programs and activities. For example, we may use your PHI to review the quality of services you receive.

Disclose to Health Information Exchanges: This facility participates in the North Carolina Health Information Exchange Network, called NC HealthConnex, which is operated by the North Carolina Health Information Exchange Authority (NC HIEA). We will share your protected health information, or PHI, with the NC HIEA and may use NC HealthConnex to access your PHI to assist us in providing health care to you. We are required by law to submit clinical and demographic data pertaining to services paid for with funds from North Carolina programs like Medicaid and State Health Plan. We may also share other patient data with NC HealthConnex not paid for with State funds. If you do not want NC HealthConnex to share your PHI with other health care providers who are participating in NC HealthConnex, you must opt out by submitting a form directly to the NC HIEA. Forms and brochures about NC HealthConnex are available in our offices and online at NCHealthConnex.gov. Again, even if you opt out of NC HealthConnex, we still will submit your PHI if your health care services are funded by State programs. Your patient data may also be exchanged or used by the NC HIEA for public health or research purposes as permitted or required by law. For more information on NC HealthConnex, please visit NCHealthConnex.gov/patients.

Your Authorization: Unless you give us a written authorization to do so, we cannot use or disclose your PHI for any reason except for the treatment, payment or health care operations described in this Notice. **We will not sell your information without your prior written authorization or as otherwise allowed by law.** If you give us an authorization to use your PHI or to disclose it to anyone for other purposes, you may revoke such authorization at any time. Your revocation will not affect any use or disclosure permitted by your authorization while it was in effect.

Persons Involved in Care: We may disclose PHI about you to a relative, close personal friend or any other person you identify (i) if that person is involved in your care, and (ii) if the information is relevant to your care. If the patient is a minor, except in limited circumstances, we may disclose PHI about the minor to a parent, guardian or other person responsible for the minor.

Required by Law: We may disclose your PHI if in our reasonable judgment there is an eminent danger to the health or safety of you or some other individual.

Abuse, Neglect or Domestic Violence: We may disclose PHI to a government authority that is authorized by law to conduct an investigation, if we reasonably believe that you may be a victim of abuse, neglect or domestic violence.

Public Health Activities: We may disclose PHI about you for Public Health activities: for example, activities related to investigating exposure to communicable diseases, problems with medical products, or reporting child abuse and neglect.

Health Oversight Activities: We may disclose PHI about you to a Health Oversight agency. For example, a government agency may request information from us while they are investigating possible insurance fraud.

SUD Treatment Information: We may receive or maintain substance use disorder (“SUD”) treatment records that originate from certain programs or activities related to substance abuse education, prevention, training, treatment, rehabilitation, or research that are protected under 42 C.F.R Part 2 (“Part 2 Program”). If we receive or maintain your records from a Part 2 Program pursuant to a general consent that you provided to the Part 2 Program authorizing use and disclosure of your Part 2 Program records for purposes of treatment, payment, and healthcare operations, we may use and disclose those records for treatment, payment, and healthcare operations as otherwise described in this Notice, subject to the same rights, restrictions, and protections. If, however, we receive or maintain your Part 2 Program records pursuant to a specific written consent that you provided to us or to another third party, we will use and disclose those records only to the extent expressly permitted by that consent. Any SUD record protected health information that was disclosed may be subject to redisclosure. We will not use or disclose your Part 2 Program records, or testify or provide evidence describing the information contained in those records, in any civil, criminal, administrative, or legislative proceeding conducted by any federal, state, or local authority against you, unless such use or disclosure is expressly authorized by your written consent or by a court order issued after notice to you.

Court Proceedings: We may disclose PHI about you to a court or an officer of the court, such as an attorney. For example, we would disclose PHI about you to a court, if ordered by the judge to do so.

Law Enforcement: We may disclose PHI for specific law enforcement purposes. For example, we may disclose limited PHI in response to a law enforcement official's request for such information for the purpose of identifying or locating a suspect, fugitive, material witness or missing person.

Government Functions: We may use or disclose PHI for certain governmental functions. For example, we may disclose PHI about you for national security and intelligence activities.

Threat to Health or Safety: We may disclose your PHI to the extent necessary to avert a serious threat to your health or safety, or to the health or safety of others.

YOU HAVE RIGHTS WITH RESPECT TO HEALTH CARE INFORMATION ABOUT YOU.

Access: You have the right to inspect and to receive a copy of the PHI about you that we maintain in certain groups of records. We will charge you a fee to cover the cost of making the copies. You may request that we provide copies in a format other than photocopies. We will use the format you request unless we cannot do so practicably. You must make your request in writing to obtain access to your PHI. You may obtain an Access Request Form from the office identified below for requesting more information. You may also request access by sending us a letter to that same address.

Disclosure Accounting: You have the right to receive an account (which means a detailed listing) of disclosures we have made of your PHI, for purposes other than treatment, payment, health care operations and certain other activities, for the previous six (6) years, beginning April 14, 2003.

Restriction: You have the right to request that we place restrictions on our use or disclosure of your PHI. We are not required to agree to this unless you are requesting to restrict certain information from your health plan, and you have paid for your services in full.

Alternative Communication: You have the right to be contacted at a different location or by a different method. For example, you may prefer to have all written information mailed to your work address rather than your home address. We will agree to any reasonable request for alternative methods of contact.

Amendment: You have the right to request that we amend your PHI. Your request must be in writing, and it must explain why the information should be amended. We are not required to honor any such request and may deny same under certain circumstances. We will provide you with an explanation of our reason for doing so.

Right to a Copy of this Notice: You have a right to have a paper copy of our Notice of Privacy Practices at any time. In addition, a copy of this Notice will always be posted in our waiting area. If you would like to have a copy of our Notice, ask the receptionist for a copy or contact our Privacy Officer.

Right to be Notified if there is a Breach of Your Protected Health information: You have the right to be notified upon a breach of any of your unsecured protected health information.

YOU MAY FILE A COMPLAINT ABOUT OUR PRIVACY PRACTICES.

If you believe that your privacy rights have been violated or if you are dissatisfied with our privacy policies or procedures, you may file a complaint either with us, or with the United States Department of Health and Human Services. We will not take any action against you or change our treatment of you in any way simply because you file a complaint.

FOR MORE INFORMATION:

If you have any questions about this Notice, or need more information, need forms, or want to file a complaint, contact the following Privacy Officer:

Catawba County Public Health
3070 11th Avenue Drive, SE
Hickory, North Carolina 28602
Telephone Number: 828/695-5800
Attn: Privacy Officer

To file a complaint with the federal government, go to www.hhs.gov/ocr/privacy/hipaa/complaints/index.html

Catawba County Public Health

Title: Notice of Privacy Practices

Document Type: Procedure

Document Number: 1.037

Revision: F

Division/Program: Administration/

Original Date: April 14, 2003

Revision Date: Sept. 01, 2026

Attachment

Attestation for a Requested Use or Disclosure of Protected Health Information Potentially Related to Reproductive Health Care

Approval Signatures

Title	Signature	Date
Health Director		
Originator's Supervisor		
Originator		

Document Revision History

Revision	Revision Details	Date
A	Revised format, changed CCHD to CCPH	07/01/10
B	Revised for Omnibus requirements	08/29/13
C	Revised to include Disclosure of Health Information Exchanges	11/01/19
D	Added section on Use or Disclosure of PHI Related to Reproductive Health. Added Attachment Attestation for a Requested Use or Disclosure of PHI Potentially Related to Reproductive Health Care	02/07/25
E	2024 Final Rule vacated removed section titled Use or Disclosure of PHI Related to Reproductive Health and attestation form. The part of the rule that required attestations prior to making certain use/disclosures of PHI that is potentially related to reproductive health care is vacated.	11/01/25
F	Added section on Use or Disclosure of Substance Use Disorder "SUD" Treatment information protected under 42 CFR Part 2.	08/19/2026

