



Health Insurance Portability and Accountability Act of 1996 (HIPAA) Goodson Drug Company Privacy Policy

Goodson Drug Company has in place privacy policies and has always protected the confidentiality of patient information in accordance with the patient's wishes and State and Federal laws. The passage of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) requires that these policies and procedures be made available to patients in the form of a "Privacy Policy". The following policy statement is provided to the patients of Goodson Drug Company in compliance with the requirements of the HIPAA and resulting regulations. This policy states how your medical information referred to as protected health information (PHI) may be used and disclosed and how you may access that information. Please read carefully.

Goodson Drug Company will not use or disclose your PHI without your written authorization except as described in this policy. Goodson Drug Company reserves the right to change its practices and this policy to make the new policy effective for all PHI that we maintain. Upon request we will provide any policy revisions to you.

1. The patient may authorize the use of patient's PHI in any way the patient so desires by submitting a request to Goodson Drug Company in writing. Goodson Drug Company will comply with the patient's instructions within the parameters of the State and Federal laws. Goodson Drug Company is not required to agree to restrictions on the use of PHI that would interfere with treatment and quality of care.
2. Goodson Drug Company may discuss PHI with the patient's other health care providers, as provided by law, to the extent such communications pertain to the treatment and quality of care for the patient. Goodson Drug Company may also disclose to the FDA of its other products to facilitate product recalls, repairs, or replacements.
3. Current Georgia Law requires the release of PHI on a court order or subpoena. Goodson Drug Company may also release PHI to comply with Georgia Workers Compensation Laws, to meet requirements of Public Health Laws and to comply with requirements of law relating to audits, and for government to monitor the health care system, government programs, and compliance with civil rights laws.

4. Goodson Drug Company will make available to the patient copies of the patient's PHI upon request. There may be a fee for production of records. If you feel that your PHI is incomplete or incorrect you may request that it be amended. Such a request must include the reason for the request and must be in writing to the Pharmacy Privacy Officer. Your request may be denied. If denied, you have the right to file a statement of disagreement and Goodson Drug Company may give a rebuttal to your statement of disagreement.
5. Pharmacists will counsel the patient on proper use of medications, possible reactions, interactions and side effects of medication and will answer any question from the patient on prescribed medications as provided by law. Such counsel may be by telephone, within the area of the pharmacy department, or other mutually agreeable area unless directed not to do so by the patient.
6. Goodson Drug Company may leave voice messages or mail reminders to the patient regarding necessary refills or compliance with medication therapy for improvement of patient's health care.
7. Goodson Drug Company will make every effort to disclose only the minimum necessary information for payment by patient's designated payer or to the business associates necessary process and transmit PHI to accomplish the provision of and payment for services and product for the patient's health care. Goodson Drug Company will require contracts from those business associates who have access to a patient's PHI as permitted by law.
8. Goodson Drug Company will allow the patient's personal representative to pick up and deliver to the patient. The personal representative can be anyone so designated by the patient. In the case of a minor child, the parent, guardian, or other legally qualified person may designate this personal representative. The patient does not need to provide the pharmacy with names of such persons in advance.
9. At the request of the patient, Goodson Drug Company will allow delivery of prescription medication and other health care needs by means of pharmacy personnel or agents contracted by Goodson Drug Company.
10. Goodson Drug Company will not authorize the use of PHI by any person or entity for the purposes or contacting patients for marketing unless specifically authorized by the patient. Any prescription product information used in marketing or data compilation for marketing will contain no PHI.
11. For the purposes of providing quality pharmacy and other health care products and services, the Pharmacy Privacy Officer, Lee Goodson, has trained Goodson Drug Company personnel in the confidentiality of PHI and Pharmacy Privacy Committee appointed by Goodson Drug Company.
12. Patients who feel that their privacy rights have been violated are requested to contact the Pharmacy Privacy Officer, Lee Goodson, in person or by phone at (770) 887-5040 to obtain information on the submission of a complaint.
13. By posting in Goodson Drug Company all patients will be afforded opportunity to review this policy and a copy will be made available to any patient upon request. Patients will be asked to sign an acknowledgement of notice of this Privacy Policy as required by HIPAA.
14. Goodson Drug Company in accordance with Federal and State Laws will retain all documentation on patient prescription medication and services. When such documentation is to be destroyed, procedures are utilized to insure the security of that information.
15. The effective date of this Privacy Notice shall be April 14, 2003.

Goodson Drug Company

116 West Maple Street

Cumming, GA 30040

P: (770)887-5040

F: (770)887-1699