

# Notice of Privacy Practices

## **Your Personal Information. Your Patient Rights. Our Responsibilities.**

This notice describes how your personal information, including your personal health information, contained within MIMIC may be used and disclosed and how you can get access to this information. The terms “you” and “your” refer to an individual patient who has personal information transmitted into MIMIC, and the terms “we” and “our” refer to Twisted Ceptors, Inc., which owns and operates the MIMIC sharable network of services. **Please review this notice carefully.**

MIMIC is a secure, sharable centralized cloud-based repository network that allows patients, healthcare providers and diagnostic imaging centers to have real-time access to diagnostic images and reports. Healthcare providers and imaging centers who are registered MIMIC users can transfer diagnostic images and reports into MIMIC for access and use by them and other registered users for patient healthcare treatment, payment for healthcare services, running healthcare operations, and other legal purposes. MIMIC enables your personal information to be accessible to better serve your healthcare needs while maintaining the privacy and security of your personal information as required by law.

## **Your Patient Rights**

**When it comes to your health information, you have certain rights.** This section explains your rights and some of our responsibilities to help you.

### **Gain personal access to the MIMIC network**

- You can gain access to MIMIC by becoming a registered patient user to view and allow other healthcare providers to access your personal information. Ask us how to do this or visit the patient portal at [www.onmimic.com](http://www.onmimic.com) .
- MIMIC allows you as patient to ask us to share your diagnostic images and reports with other providers who accept our invitation to become a registered MIMIC user and pay a fee.

### **Get an electronic or paper copy of your diagnostic images and reports**

- If you want to see or get an electronic or paper copy of your diagnostic images and reports and other health information we have about you, simply use your MIMIC patient account to view, print or download your information. Ask us how to do this.

### **Ask us to correct your diagnostic images and reports**

- You can ask us to correct health information about you that you think is incorrect or incomplete. Since MIMIC is not the creator of the information, we will refer your request to the healthcare provider who created the diagnostic image or report.

### **Request confidential communications**

- Our standard form of communication with you is via email and messaging within the MIMIC network. You can ask us to contact you in a specific way (for example, home or office phone) or to send mail to a different address.
- We will say “yes” to all reasonable requests.

### **Ask us to limit what we use or share**

- You can ask us not to use or share certain health information for treatment, payment, or our operations. We are not required to agree to your request, and we may say “no” if it would affect your care.
- Unless you request otherwise in writing, your personal information contained within your diagnostic images and reports will be stored in the MIMIC network indefinitely to enable authorized healthcare providers to review and compare diagnostic images and reports during your lifetime to promote appropriate prevention and healthcare treatment.

### **Get a list of those with whom we’ve shared information**

- You can ask for a list (accounting) of the times we’ve shared your personal health information for six years prior to the date you ask, who we shared it with, and why. You can also use your MIMIC account to view a secure audit trail of who has viewed your images and reports, which MIMIC maintains for legal compliance purposes.
- We will include all the disclosures except for those about treatment, payment, and healthcare operations, and certain other disclosures (such as any you asked us to make). We’ll provide one accounting a year for free but will charge a reasonable, cost-based fee if you ask for another one within 12 months.

### **Get a copy of this privacy notice**

You can ask for a paper copy of this notice at any time, even if you have agreed to receive the notice electronically. We will provide you with a paper copy promptly. You can also download this notice in PDF format from [www.onmimic.com](http://www.onmimic.com).

### **Choose someone to act for you**

- If you have given someone medical power of attorney or if someone is your legal guardian, that person can exercise your rights and make choices about your health information.
- We will make sure the person has this authority and can act for you before we take any action, including registering them as a MIMIC patient user.

## **File a complaint if you feel your rights are violated**

- You can complain if you feel we have violated your rights by contacting us at Twisted Ceptors, Inc., 600 Northlake Blvd., Suite 260, Altamonte Springs, Florida 32701 or email to [support@onmimic.com](mailto:support@onmimic.com) .
- You can file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by sending a letter to 200 Independence Avenue, S.W., Washington, D.C. 20201, calling 1-877-696-6775, or visiting [www.hhs.gov/ocr/privacy/hipaa/complaints/](http://www.hhs.gov/ocr/privacy/hipaa/complaints/).
- We will not retaliate against you for filing a complaint.

## **Your Choices**

MIMIC is designed to improve your healthcare by encouraging healthcare providers and imaging centers to make your diagnostic images and reports available in real-time to you, them and other providers across any healthcare network. Privacy and security laws promote this accessibility for your prompt treatment, payment for services and for running operations.

**For certain health information, you can tell us your choices about what we share.** If you have a clear preference for how we share your information in the situations described below, talk to us. Tell us what you want us to do, and we will follow your instructions.

In these cases, you have both the right and choice to tell us to:

- Share information with your family, close friends, or others involved in your care
- Share information in a disaster relief situation

*If you are not able to tell us your preference, for example if you are unconscious, we may go ahead and share your information if we believe it is in your best interest. We may also share your information when needed to lessen a serious and imminent threat to health or safety.*

We never sell your information or share your information for marketing purposes.

## **Our Uses and Disclosures**

### **How do we typically use or share your health information?**

MIMIC receives diagnostic images and reports from providers and imaging centers and makes them available to you and other registered MIMIC users. MIMIC does not create the images or reports and does not guarantee their accuracy for clinical purposes. Registered MIMIC healthcare providers may access and use your personal information only if they have a professional relationship with you.

We typically use or share your health information in the following ways.

### **Treat you**

Your health information stored in MIMIC is made available to healthcare professionals who are treating you.

*Example: A doctor treating you for an injury asks another doctor to review certain diagnostic images and reports that might be relevant to your treatment.*

### **Run our organization**

We can use and share your health information to run our operations, improve your care, and contact you when necessary.

*Example: We use health information to build an historical archive that allows authorized healthcare providers to better manage your treatment and services.*

### **Bill for your services**

We can share your health information with health plans or other payer entities for their billing purposes.

*Example: We give information about you to your health insurance plan so it will pay for your imaging services.*

## **How else can we use or share your health information?**

We are allowed or required to share your information in other ways – usually in ways that contribute to the public good, such as public health and research. We have to meet many conditions in the law before we can share your information for these purposes. For more information see:

[www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/index.html](http://www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/index.html).

### **Help with public health and safety issues**

We can share health information about you for certain situations such as:

- Preventing disease
- Helping with product recalls
- Reporting adverse reactions to medications
- Reporting suspected abuse, neglect, or domestic violence
- Preventing or reducing a serious threat to anyone's health or safety

### **Do research**

We can use or share your information for health research if all personal identifiers are removed.

## **Comply with the law**

We will share information about you if state or federal laws require it, including with the U.S. Department of Health and Human Services if it wants to see that we're complying with federal privacy law.

## **Respond to organ and tissue donation requests**

If you are an organ donor, we can share health information about you with organ procurement organizations.

## **Work with a medical examiner or funeral director**

We can share health information with a coroner, medical examiner, or funeral director when an individual dies.

## **Address workers' compensation, law enforcement, and other government requests**

We can use or share health information about you:

- For workers' compensation claims
- For law enforcement purposes or with a law enforcement official
- With health oversight agencies for activities authorized by law
- For special government functions such as military, national security, and presidential protective services

## **Respond to lawsuits and legal actions**

We can share health information about you in response to a court or administrative order, or in response to a subpoena.

## **Our Responsibilities**

- We are required by law to maintain the privacy and security of your protected health information and are committed to doing so.
- We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information. MIMIC uses secure communications to transfer all personal information, including your diagnostic images and reports and other personal health information, to the MIMIC servers and to any registered MIMIC user with access privileges. We use a variety of security technologies and procedures to help protect your personal information from unauthorized access, use and disclosure.
- We must comply with any business associate agreement between us and your healthcare provider who is a covered entity under the law. Your providers should also provide you notice of their privacy and security practices that are intended to protect your personal information.

- We must follow the duties and privacy practices described in this notice. A copy of this notice is provided on the MIMIC website that you can print or download anytime.
- We will not use or share your information other than as described here unless you tell us we can in writing. If you tell us we can, you may change your mind at any time. Let us know in writing if you change your mind.

For more information see: [www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/noticepp.html](http://www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/noticepp.html).

## **Changes to the Terms of this Notice**

We can change the terms of this notice, and the changes will apply to all information we have about you. The new notice will be available upon request, in our office, and on our website – [www.onmimic.com](http://www.onmimic.com).

**Notice Effective date:** September 13, 2018

**Last Updated:** September 13, 2018

## **Contact Information**

We welcome your comments regarding this Privacy Policy. If you have comments or believe we have not followed any of these terms or conditions, please contact us via email at [support@onmimic.com](mailto:support@onmimic.com) or via mail or phone to our Privacy Officer below.

Twisted Ceptors, Inc.

Attn: MIMIC Privacy Officer

600 Northlake Blvd., Suite 260

Altamonte Springs, Florida 32701

(833) 666-4642