

Our Expectation for Privacy

We recognize that privacy of your personal information is very important. Opportunity Networks in combination with Gateways Community Services is responsible for maintaining standards of compliance within the context of the Health Insurance Portability & Accountability Act (HIPAA).

Health Insurance Portability & Accountability Act (HIPAA)

As our world becomes more technology-based, the need to address the sharing of private information has become extremely important. The federal government acknowledged this by creating national standards for **Protected Health Information (PHI)**. These standards are designed to protect medical records and other personal health information.

Protected Health Information (PHI)

Your past, present, or future physical or mental health condition information that is created or received by healthcare or service provider is **Protected Health Information (PHI)**.

The Health Insurance Portability & Accountability Act (HIPAA) assures that:

- **You** decide who can have your protected health information
- A healthcare or service provider must obtain a written agreement from you before sharing protected health information with outside agencies.
- Agreed upon information can only be used to carry out healthcare supports and services, as well as payment.
- You have the right to look at, have copies made and ask for corrections to your record.
- Your protected health information cannot be shared if there is a reasonable basis to believe that the information will reveal your identity.

For Additional Information:

Web Sites:

<http://www.csni.org/hipaa.htm>

www.hipaa.org

www.hhs.gov/ocr/hipaa

Other:

U.S. Dept of Health & Human Services
Office of Civil Rights
1-800-368-1019
Region I

State of New Hampshire
Dept of Health & Human Services
1-800-510-7771

Opportunity Networks

**assures you that all employees are
trained in
HIPAA compliance laws.**

**If you have any questions,
you may call or email:**

Kimberly Rhault
krhault@opportunitynetworks.org
(603) 889-0796

Heidi Bowman
HBowman@opportunitynetworks.org
(603) 883-4402

Ed Watts
EWatts@opportunitynetworks.org
(603) 889-0796

Our Mission

Opportunity Networks will provide genuine vocational opportunities to adults with developmental and acquired disabilities from the Greater Nashua/Souhegan Valley community. We are committed to the ideal of meaningful work, in a safe, community-based environment, working towards individual growth and fulfillment.

**For more information about
Opportunity Networks,
our philosophy, and the services we
offer, please visit us on the web at:**

www.opportunitynetworks.org

or on Facebook at

[www.facebook.com/
opportunitynetworks](http://www.facebook.com/opportunitynetworks)



11 Caldwell Dr, Amherst, NH 03031
603-883-4402



**Enriching Our Communities
by Connecting Local Employers
and Individuals
with Opportunities to Succeed**

Our Policy on



**We Have an Obligation
to Protect Your Privacy!**