



agency for persons with disabilities
State of Florida

Agency for Persons with Disabilities
1-866-APD CARES (1-866-273-2273)
(850) 488-4257
www.apdcares.org

***Your Privacy
Is Important to Us***

FEBRUARY 2009

***Serving Floridians with
Developmental Disabilities***

What is HIPAA?

The Health Insurance Portability and Accountability Act (HIPAA) is a federal law that protects the privacy rights of your personal health information.

As a customer of the Agency for Persons with Disabilities (APD), you have access to the Management and Protection of Protected Health Information Policy, which explains the responsibilities of the agency in protecting the confidentiality of your personal health information.

This policy tells you...

- What APD's rights and responsibilities are to protect the confidentiality of your health information
- When and how we may use or share your protected health information without your permission
- When we need your permission to share your protected health information
- How and where to file a complaint if you think we have violated your privacy rights

The policy specifically provides that...

- APD will release your personal health information only to individuals or agencies involved in your health care or who are providing services to you that you have requested.
- We may use your personal health information for billing for services that you have requested.
- We will not release your personal health information for any other reason without your written authorization.

More information

If you would like another copy of this pamphlet or a complete copy of the policy, or if you feel that your privacy has been violated, please send a written request to:

APD Privacy Official
Office of General Counsel
4030 Esplanade Way, Suite 380
Tallahassee, Florida 32399-0905

FAX: (850) 410-0665