

Own Your Rights

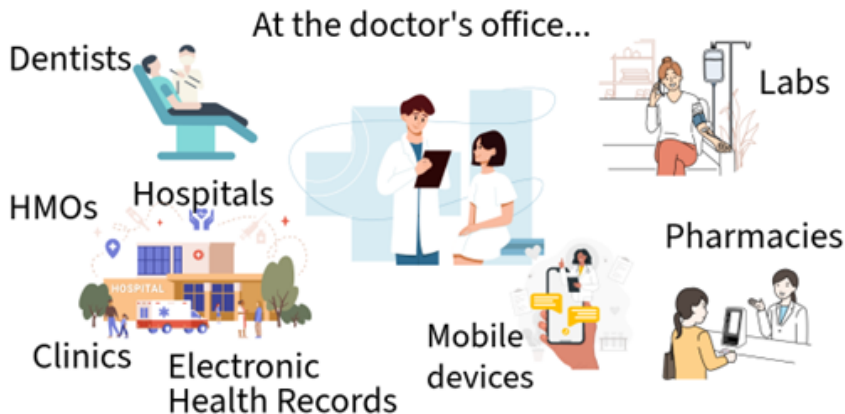


WISCONSIN DEPARTMENT
of HEALTH SERVICES

*You are in control of where and how
your health information is shared.*

It's the law

HIPAA (Health Insurance Portability and Accountability Act) is a federal law that sets rules about who can look at and receive our health information. It gives you the right to get a copy of your information, make sure it's correct, and know who has seen it.



You have the right to:

- Request limits on how your information is shared
- Learn how your information has been shared
- Change any wrong information or add information to your record
- Request alternative confidential communications
- Receive a Notice of Privacy Practices
- File a complaint about how your information use used or shared

Information is powerful medicine

- Track your lab results and medications
- Understand your health history
- Get X-rays and other medical images
- Ask better questions and make healthier choices
- Share information with those you want, like a caregiver or a research program, so you can help yourself and help others

Share with care

You hold the key to where your health information goes and who sees it. Once you have a copy of your health information, protect it:

- Only send your information to someone you trust
- Be careful when sending your information to a mobile app or third-party
- Once you send your health information, your provider is no longer responsible for how secure it is



Get it.

You have the right to see and get copies of your medical record and other health information.

Check it.

If you think something is wrong or missing, you can ask your doctor to fix it. Your doctor might not agree, but you have the right to have your disagreement added to your record.

Know who has seen it.

By law, your health information can be used and shared for specific reasons not directly related to your care, like making sure nursing homes are clean and safe. But generally, your health information can't be used for purposes not directly related to your care without your permission, like advertising.

Request limits on how your information is shared.

You have the right to decide who sees your information and can request limits on how it is used. You can ask that your health information not be shared with certain people, groups, or companies. But providers don't always have to agree, particularly if it could affect your care.

Request alternative confidential communications.

You can ask a provider to contact you in a different place or way, like on your cell phone instead of your home phone or by a sealed envelope instead of a postcard.

Know how information is used.

Providers must give patients a Notice of Privacy Practices detailing how they use and share your health information, what your legal rights are, and how to file a complaint if you believe your rights have been violated.

File a complaint.

If you think your rights are being denied or your health information is not being protected, you have the right to file a complaint with your provider, health insurer, or the U.S. Department of Health and Human Services (HHS).

Learn more: www.dhs.wisconsin.gov/hipaa/index.htm

