



SUMMARY NOTICE OF PRIVACY PRACTICES

THIS NOTICE IS A SUMMARY OF HOW MEDICAL AND PROGRAMMATIC INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

A complete explanation of the privacy practices of Oak Hill can be found in the attached Notice of Privacy Practices (the "Notice"). We are required by law to provide you with a copy of the Notice and comply with its terms. The attached Notice is meant to inform you more fully of the uses and disclosures of protected health information that we may make and your rights regarding your protected health information.

USE AND DISCLOSURE OF YOUR PROTECTED HEALTH INFORMATION

- We will use and disclose your protected health information to provide you with medical treatment and other services and supports, to bill and receive payment for your medical treatment, for certain administrative purposes and to evaluate the quality of your care.
- We will make reasonable efforts to limit access to your protected health information to those persons who need access to carry out their duties.
- We may use or disclose your protected health information without your specific permission to enable third parties to perform a job for us or for other reasons permitted by law.

YOUR PRIVACY RIGHTS

- You may have the right to request certain restrictions or limitations on the protected health information we use or disclose.
- You may have the right to specify how you receive communications of protected health information.
- You may have the right to access and amend your protected health information for as long as it is maintained by Oak Hill.
- You may have a right to request an accounting of disclosures of protected health information made by Oak Hill.
- You have the right to complain to Oak Hill or the Secretary of Health and Human Services if you believe your privacy rights have been violated by Oak Hill.
- You may have a right to receive notice of a breach of unsecured protected health information.

QUESTIONS OR COMPLAINTS

If you have any questions or complaints about our privacy practices, please contact:

Oak Hill
Gayle C. Wintjen, Privacy Officer
120 Holcomb Street
Hartford, CT 06112
(860) 769-3827

PLEASE SIGN THE CONSENT AND ACKNOWLEDGEMENT FORM TO ENABLE OAK HILL TO USE AND DISCLOSE YOUR PROTECTED HEALTH INFORMATION IN ACCORDANCE WITH OAK HILL'S NOTICE OF PRIVACY PRACTICES