HIPAA Notice of Privacy Practices for Johnson County Healthcare Center includes:
Johnson County Memorial Hospital, Family Medical Center, Amie Holt Care Center, Susie Bowling Lawrence Hospice, and Johnson County Healthcare Center Home Health.
Website: www.jchealthcare.com; Phone: (307) 684-5521; Address: 497 West Lott St., Buffalo, WY 82834
Privacy Officer – Laurie Hansen, Phone: (307) 684-6138 and Email: laurieh@jchealthcare.com

This notice describes how medical information about you may be used and disclosed and how you can get access to this information. Please review it carefully.

Your Rights

- Get an electronic or paper copy of your medical record
  - You can ask to see or get an electronic or paper copy of your medical record and other health information we have about you. Ask us how to do this.
  - We will provide a copy or a summary of your health information, usually within 30 days of your request. We may charge a reasonable, cost-based fee for this service.

- Ask us to correct your medical record
  - You can ask us to correct health information about you that you think is incorrect or incomplete. Ask us how to do this.
  - We may say “no” if the information is accurate and complete.

- Request confidential communications
  - 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.
  - If you pay for a service or health care item out-of-pocket in full, you can ask us not to share that information for the purpose of payment or our operations with your health insurance. We will say “yes” unless a law requires us to share that information.

- 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 health information for six years prior to the date you ask, who we shared it with, and why.
  - We will include all the disclosures except those about treatment, payment, and health care operations, and certain other disclosures (such as when you asked us to make a disclosure).

- Get a copy of this 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.

- Choose someone to act for you
  - If you have given someone medical power of attorney or a living will, 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.

- File a complaint if you feel your rights are violated
  - You can complain if you feel we have violated your rights by contacting us using the information on page 1.
  - You can file a complaint by writing or sending a letter to:
    - Johnson County Healthcare Center
    - 497 West Lott St.
    - Buffalo, WY 82834
  - If you feel our office cannot resolve your complaint or if you believe your rights have been violated, you can file a complaint directly with the Department of Health and Human Services. Their contact information is given on page 1.

Your Choices

- In these cases, you have both the right and choice to tell us:
  - Share information with your family, close friends, or others involved in your care.
  - Share information in a disaster relief situation.
  - Include your information in a hospital directory.

- In those cases we never share your information unless you give us written permission:
  - In the case of fundraising.

- In these cases, you have the right to request restriction of our use and disclosure of your protected health information.
  - We may not restrict uses and disclosures for treatment, payment, or other purposes that are required by law.

Our Uses and Disclosures

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

Treat you: We can use your health information and share it with other professionals who are treating you.

Example: A doctor treating you for an injury asks another doctor about your overall health condition.

Run our organization: We can use and share your health information to run our practice, improve your care, and contact you when necessary.

Example: We use health information about you to manage your treatment and services.

Bill for your services: We can use and share your health information to bill and get payment from health plans or other entities.

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

How else can we use or share your health information? We are allowed or required to share your information in ways that aren’t listed in this notice only when it is part of a “limited data set.” For more information, visit www.hhs.gov/ocr/privacy/hipaa/ individually/index.html

HIPAA Hotline: (307) 684-6236
Help with public health and safety issues

Do research

Comply with the law

Respond to organ and tissue donation requests

Work with a medical examiner or funeral director

Address worker compensation, law enforcement, and other government requests

Respond to lawsuits and legal actions

Our Responsibilities

- We are required by law to maintain the privacy and security of your protected health information.
- We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
- We must follow the duties and privacy practices described in this notice and give you a copy of it.
- 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: 
https://www.hhs.gov/hipaa/for-individuals/notice-privacy-practices/index.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. This new notice will be available upon request, in our office, and on our web site.

Effective Date of this Notice: October 1, 2013, revised April 2017
Discrimination is Against the Law

Johnson County Healthcare Center (JCHC) complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. JCHC does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

Johnson County Healthcare Center:

- Provides free aids and services to people with disabilities to communicate effectively with us including free language services to people whose primary language is not English, such as:
  - Qualified interpreters and sign language interpreters through OTI interpreting
  - Written information in other formats or languages (large print, accessible electronic formats, other formats)

If you need these services, contact Lauree Hansen. If you believe that JCHC has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance in person, by mail, fax or email within:

Lauree Hansen, Director of Administration
467 West Lott St.
Buffalo, WY 82834
Phone number (307) 894-0130; Fax (307) 894-5289; Email: laurie@jchc-healthcare.org

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at https://ocr.hhs.gov/portal/index.jhtml, or by mail or phone at:

U.S. Department of Health and Human Services
200 Independence Avenue, SW, Room S9F, 4th Floor Building
Washington, D.C. 20201
1-800-537-7620, 1-800-849-3319 (TDD)


ATTENTION: If you speak a language other than English, language assistance services, free of charge, are available to you. Call 1-800-237-0173, give your name, Johnson County Healthcare Center and Access Code 82801. Video language services available at https://jchc-healthcare.bluestreamhealth.com. Click on Access Code and Type in JCHC Healthcenter and name for user if requested.

Francais (French):


Deutsch (German):


Nederlands (Dutch):


Bahasa Indonesia (Indonesian):


Прокомментировать (Russian):


Español (Spanish):


Tagalog (Filipino):


Tiếng Việt (Vietnamese):