

**SKIDMORE COLLEGE
Human Resources**

HIPAA Notice of Privacy Practices

Skidmore College is required to send this notice to participants in the Skidmore College PPO plan. Skidmore College staff do not receive medical claims on your behalf or have access to your personalized health information. However, this notice describes how medical information about you may be used and disclosed for purposes of the plan. **order to determine eligibility for benefits, seek reimbursement from a third health plan under which you are covered. For example, a health care provider may provide our designated carrier, currently Shield of NENY, with your health information in order to determine whether those services are eligible for payment under**

Treatment. Although the law allows use and disclosure of your health information for purposes of treatment, as a plan sponsor we generally do not need to disclose your information for treatment purposes. Your physician or health care provider is required to provide you with an explanation of how they use and share your health information for purposes of treatment, payment, and health care operations.

As permitted or required by law. We may also use or disclose your health information without your written authorization for other reasons as permitted by law. We are permitted by law to share information, subject to certain requirements, in order to communicate information on health-related benefits or services that may be of interest to you, respond to a court order, or provide information to further public health activities (e.g. preventing the spread of disease) without your written authorization. We are also permitted to share health information during a corporate restructuring such as a merger, sale or acquisition. We will also disclose health information about you when required by law, for

Individual Rights

Right to an Accounting of Disclosures. You have a right to receive a list of instances where we have disclosed health