



Notice of Privacy Practices

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.

TargetDx Laboratory is committed to protecting the privacy of your protected health information (PHI). This PHI includes your laboratory test orders, test results, billing, and other healthcare services we provide.

We are required by law to provide you with this Notice which describes our legal responsibilities and practices to maintain the privacy of your PHI and your patient rights as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

Our Responsibilities

- We are required by law to maintain the privacy and security of your protected health information (PHI).
- 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 to in writing. If you tell us we can, you may change your mind at any time, and inform us by writing.

Your Rights

Receive an electronic or paper copy of your test information

- You have the right to access electronic or paper copies of your test results and other PHI we have created about you.
- If your request for test information is denied, you can request that the denial be reviewed.

Request to amend your health information

- You may request us to correct your PHI in writing.
- However, we may deny such request in some cases. If we deny your request, we will respond in writing within 60 days with an explanation of the reasons for the denial and additional action you may take.

Request confidential communications

- You have the right to request us to send your PHI to a different address or by different means (for example, home or office phone).

Request to restrict what we use or disclose

- You can request not to use or disclose certain PHI for treatment, payment, or healthcare operations.
- 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 insurer.

Receive a list of disclosure

- You have the right to receive a list (accounting) of the times TargetDx Laboratory disclosed your PHI in the past six years prior to the date of your written request.
- We will include all the disclosures except for those made for the purpose of treatment, payment, and health care operations, and certain other disclosures (such as any you asked us to make).

Receive a copy of this privacy notice

You have the right to receive an electronic or a paper copy of this notice at any time.

Choose someone to act for you

- If you have given someone medical power of attorney or if someone is your legal guardian, that person can exercise your rights and make choices about your PHI.

File a complaint if you feel your rights are violated

- You can file a complaint with us if you feel we have violated your rights. TargetDx Laboratory will not retaliate against any individual for filing a complaint.
- To file a complaint with us, send an email to privacy@targetdxlab.com or write to:

Attn: Privacy Officer
TargetDx Laboratory
6541-B Via Del Oro
San Jose, CA 95119

- You can also file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by sending a letter to:

Office for Civil Rights
200 Independence Avenue, S.W.
Washington, D.C. 20201

Or by calling 1-877-696-6775, or visiting www.hhs.gov/ocr/privacy/hipaa/complaints/

How we may use and disclose your health information

We use your PHI for treatment, payment, healthcare operations and other purposes as permitted by law.

Treatment

We use your PHI in lab testing process and share it with healthcare professionals who are treating you.

Payment

We use and disclose your PHI in the process of treatment for your health services. For example: we share information about you with your insurance plan to coordinate payment for your lab work.

Business Associate

We may use and disclose your PHI to other individuals or companies that need the information to provide services to us. The Business Associates are required by law to maintain privacy and security of your PHI.

Research

We may disclose your PHI for research when an Institutional Review Board (IRB) or privacy board has reviewed the research proposal and established protocols to protect the privacy of your PHI and determines that the researcher does not need to obtain your authorization prior to using your PHI for research.

Comply with the law

- We may disclose your PHI if state or federal laws require it, including with the Department of Health and Human Services if it wants to see that we are complying with federal privacy law.
- We may disclose your PHI, if necessary, to prevent or lessen a serious threat to your health and safety or health and safety of others.
- We may disclose your PHI in response to a court or administrative order, a subpoena, discovery request or other legal processes in the course of judicial or administrative proceedings.

Other Uses and Disclosures

We are permitted to disclose your PHI by HIPAA in the following cases

- To organ and tissue donation requests
- To medical examiner, coroner, or funeral director
- For workers' compensation claims
- To health oversight agencies for activities authorized by law
- To special government command authorities such as military, national security, and presidential protective services
- To National Security and Intelligence Organizations
- Correctional institutions

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. The new notice will be available on our web site www.targedxlab.com.

Non-Discrimination Notice

TargetDx Laboratory does not discriminate on the basis of race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, age, veteran status, disability or any other legally protected status.