

Your right to request restriction of use and disclosure to your information:

- ❖ You have a right to request restrictions on the uses and disclosures of your information.
- ❖ KernBHRS must respond to your request within 60 days, but may extend its response for an additional 30 days, if you are informed of the reasons for the delay.
- ❖ Your request and the response will be kept in your record.
- ❖ KernBHRS may end its agreement to your restriction if you ask to end the restriction. Your request and KernBHRS action will be in writing and placed in your record.
- ❖ Information in our record that was created or received while the restriction was in place will remain subject to the restriction.
- ❖ KernBHRS is generally not required to agree to a request for restrictions on uses or disclosures for treatment, payment or health operations unless you are restricting protected health information to a health plan for purposes of health care operations AND you have paid for the health care service “out of pocket in full.” However, KernBHRS must accommodate reasonable requests to receive communications of protected health information by alternative means or at alternative locations.

You have a right to file a privacy complaint:

- ❖ Clients can file a privacy complaint with either KernBHRS or with the U.S. Department of Health and Human Services, Office for Civil Rights.
- ❖ Privacy complaints may be directed to any of the following:

Verbal or written to:

CONFIDENTIAL
Privacy Officer
Kern Behavioral Health and Recovery Services
P.O. Box 1000
Bakersfield, CA 93302
Phone: 888-875-5559

In writing within 180 days of the violation to:

U.S. Department of Health and Human Services
Office for Civil Rights
Humbert H. Humphrey Bldg.
200 Independence Avenue, S.W.
Room 509F HHH Building
Washington, D.C. 20201