

Your Right to Access Your Information:

- ❖ You have a right to request an Accounting of Disclosures made by KernBHRS of your information, without your written consent.
- ❖ You have a right to have an answer to your request within 60 days. If there are delays in providing you the answer, you will be informed. The delay cannot be more than 30 days. You will receive an answer in writing.
- ❖ Your first request for an accounting in a twelve-month period is free. You may be charged for additional requests in the same twelve-month period.

You have a right to file a privacy complaint:

- ❖ Individuals can file privacy complaints 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:

Verbally or written to:

**CONFIDENTIAL
Privacy Officer**

Kern Behavioral Health & 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