THIS NOTICE DESCRIBES HOW DENTAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

YOU WILL BE ASKED TO ACKNOWLEDGE THAT YOU HAVE RECEIVED OUR NOTICE OF PRIVACY PRACTICE.

We understand that information about you and your health is very personal and therefore we will strive to protect your privacy as required by law. We will only use and disclose your personal health information as allowed by applicable law.

We are committed to excellence in the provision of state-of-the-art dental care services through the practice of patient care, education, and research. Therefore, as described below, your health information will be used to provide you with quality care and may be used to educate healthcare professionals as well as for research. We train our staff and workforce to be sensitive about privacy and to respect confidentiality of your personal health information.

We are required by law to maintain the privacy of our patients' personal health information and to provide patients with notice of our legal duties and privacy practices with respect to your personal health information. We are required to abide by the terms of this Notice of Privacy Practices as long as it remains in effect. We reserve the right to change the terms of this Notice of Privacy Practice as necessary and to make the new Notice of Privacy Practices effective for all personal health information maintained by us. You may receive a copy of any revised notice at the receptionist counter. A copy may be also obtained by mailing a request to: Da Vinci Dental Specialists, 316 N York Rd., Warminster, PA 18974.

The terms of this Notice of Privacy apply to:
- All of the dentists and assistants of Da Vinci Dental Specialists, including the Dental Care Network (DCN)
- All employees, staff and other Da Vinci Dental Specialists personnel.
- Any healthcare professional we authorize to enter information into your dental chart.
- Any member of a volunteer group we allow to help while you are at Da Vinci Dental Specialists.

This Notice of Privacy Practices does not apply to care you receive in dentist’s private office affiliated or not affiliated with Da Vinci Dental Specialists.

USES AND DISCLOSURES OF YOUR PERSONAL HEALTH INFORMATION

The following categories detail the various ways in which we may use or disclose your personal health information. For each category of uses or disclosures we will give you illustrative examples. It should be noted that while not every use or disclosure will be listed, each way we are permitted to use or disclose information will fall into one of the following categories.

Your Authorization For: Except as outlined below, we will not use or disclose your personal health information for any purpose unless you have signed a form authorizing the use or disclosure. This form will describe what information will be disclosed to whom, for what purpose and when. You have the right to revoke that authorization in writing, except to the extent we have already relied upon it.

Treatment: We may use dental information about you to provide you with dental treatment or services. We may disclose dental information about you to the dentists, technicians, dental students, or Da Vinci Dental Specialists personnel, who are involved in taking care of you at Da Vinci Dental Specialists. For example, a dentist may need to know if you have diabetes because diabetes may slow the healing process. Different departments of Da Vinci Dental Specialists also may share dental information about you in order to coordinate the care you need, such as prescription, lab work, and x-rays. We also may disclose dental information about you to people outside of Da Vinci Dental Specialists, who may be involved in your dental care after you leave this office, such as family members or others who are used to provide services that are part of your care.

Payment: We use and disclose dental information about you so that the treatment and services you receive at Da Vinci Dental Specialists may be billed to and payment may be collected from you, an insurance company or a third party. For example, we may need to give your dental plan information about the treatment received at Da Vinci Dental Specialists, so your health plan will pay us or reimburse you for your treatment. We may also tell your dental plan about the treatment you are going to receive to obtain prior approval or to determine whether your plan will cover the treatment.

Healthcare Operations: We may use and disclose dental information for Da Vinci Dental Specialists operations. These uses and disclosure are necessary to run Da Vinci Dental Specialists and make sure that all of our patients receive quality care. For example, we may use dental information to review our treatment and services and to evaluate the performance of our staff in caring for you. We may also combine dental information about many Da Vinci Dental Specialists patients to decide what additional services our office should offer, what services are needed and whether certain new treatments are effective. We may also disclose information to dentists, technicians, dental students and other Da Vinci Dental Specialists personnel for review and learning purposes. We may also combine the dental information so others may use it to study healthcare and healthcare delivery without learning who specific patients are.

Appointment Reminder: We may use and disclose dental information to contact you as a reminder that you have an appointment for treatment or dental care at Da Vinci Dental Specialists. The reminder may be by mail, e-mail, SMS text or as a telephone message.

Treatment Alternatives: We may use and disclose dental information to tell you about or recommend possible treatment options or alternatives that may be of interest to you.

Health-Related Benefits and Services: We may use and disclose dental information to tell you about health related benefits or services that may be of interest to you.

Fundraising Activities: We may use dental information about you to contact you in an effort to raise money for Da Vinci Dental Specialists operations. We may disclose dental information to a foundation, related to our company so that the foundation may contact you in raising money for Da Vinci Dental Specialists. We may also release contact information, such as your name, address, phone number and the dates you received treatment or services at Da Vinci Dental Specialists.