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## **Notice of Privacy Practices**

Effective Date: February 16, 2026

This Notice describes how medical and dental information about you may be used and disclosed and how you can access this information. Please review it carefully.

### **Our Commitment to Your Privacy.**

Coventry Family Dental is committed to protecting the privacy of your health information. We are required by law to maintain the confidentiality of your protected health information (PHI), provide you with this Notice of our legal duties and privacy practices, and follow the terms of this Notice currently in effect.

### **How We May Use and Disclose Your Health Information**

We may use and disclose your health information for the following purposes:

#### **Treatment**

We may use and share your health information to provide, coordinate, or manage your dental care. This may include sharing information with other healthcare providers involved in your care, such as physicians, specialists, laboratories, or pharmacies.

#### **Payment**

We may use and disclose your health information to obtain payment for services provided to you, including billing insurance companies or other payers.

## **Health Care Operations**

We may use your information for practice operations such as quality assessment, staff training, licensing, and business planning.

## **Special Protections for Substance Use Disorder Records (42 C.F.R. Part 2)**

Some health information related to substance use disorder diagnosis, treatment, or referral for treatment is protected by federal law under 42 C.F.R. Part 2 and is subject to stricter confidentiality requirements.

Coventry Family Dental may receive such information as part of your health history or through coordination of care with other providers.

### **How Part 2-Protected Information May Be Used or Disclosed**

- With your written consent, when received from a Part 2 program
- Without your consent, only when permitted by federal law, such as:
- Medical emergencies
- Research, audit, or evaluation activities (with required safeguards)
- Court orders that meet specific legal requirements

We will not use or disclose Part 2-protected information for purposes not permitted by law.

### **Prohibition on Re-Disclosure**

Federal law generally prohibits re-disclosure of substance use disorder records unless expressly allowed. Any disclosure made by Coventry Family Dental will comply with these federal protections.

### **Certain Information Has Additional Protections**

Some types of health information are subject to special protections under federal or state law, including substance use disorder records. We follow all applicable laws when handling this information.

## **Your Rights Regarding Your Health Information**

You have the right to:

- Request access to inspect or obtain a copy of your health records
- Request an amendment if you believe information is incorrect or incomplete
- Request restrictions on certain uses or disclosures
- Request confidential communications, such as receiving information at a different address
- Receive an accounting of disclosures
- Receive a paper copy of this Notice at any time

To exercise these rights, please contact us using the information below.

### **Changes to This Notice**

We reserve the right to change this Notice at any time. Any changes will apply to all health information we maintain. The revised Notice will be available at our office and on our website.

### **Complaints**

If you believe your privacy rights have been violated, you may file a complaint with Coventry Family Dental or with the U.S. Department of Health and Human Services. You will not be retaliated against for filing a complaint.

### **Contact Information**

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