

GOVERNORS VILLAGE MEDICAL CENTER NOTICE OF PRIVACY PRACTICES

Effective Date: 09/15/2026

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

OUR RESPONSIBILITIES

Governors Village Medical Center ("GVMC") is required by law to protect the privacy and security of your protected health information ("PHI"), provide you with this Notice, follow the privacy practices described here, and notify you if a breach occurs that may compromise the privacy or security of your information.

HOW WE MAY USE AND SHARE YOUR INFORMATION

Treatment, Payment, and Health Care Operations

We may use and share your health information to provide and coordinate your care, obtain payment for services, and operate the Practice. This may include sharing information with other clinicians involved in your care, Medicare or other insurers, laboratories, pharmacies, specialists, hospitals, and business associates assisting the Practice.

Other Uses Permitted or Required by Law

We may use or disclose PHI when permitted or required by law, including for public-health and safety activities, health oversight, workers' compensation, certain law-enforcement or government activities, judicial or administrative proceedings.

Business Associates

We may share PHI with vendors that perform services for the Practice when appropriate safeguards and HIPAA-compliant agreements are in place.

Substance Use Disorder Records

If GVMC receives or maintains substance-use-disorder records protected by 42 CFR Part 2, those records receive additional protections. Part 2 records generally may not be used or disclosed in civil, criminal, administrative, or legislative investigations or proceedings against you without your written consent or an appropriate court order and subpoena.

Uses Requiring Your Written Authorization

Uses or disclosures not otherwise permitted by law require your written authorization.

YOUR CHOICES

You may tell us your preferences regarding certain disclosures, including sharing information with family members, friends, or others involved in your care or payment for your care.

YOUR RIGHTS

- **Access your records.** You may inspect or obtain an electronic or paper copy of your medical and billing records, subject to limitations permitted by law.
- **Request corrections.** You may ask us to amend information you believe is incorrect or incomplete.
- **Request confidential communications.** You may ask us to contact you in a particular way or at a particular address.
- **Request restrictions.** You may ask us to limit certain uses or disclosures of your information. We are not always required to agree. However, if you pay in full out-of-pocket for a service, you may ask us not to disclose information about that service to your health plan for payment or health care operations, and we will honor the request unless disclosure is required by law.
- **Receive an accounting of disclosures.** You may request a list of certain disclosures of your PHI made during the six years preceding your request.
- **Receive a copy of this Notice.** You may request a paper copy at any time.
- **Choose a personal representative.** A person legally authorized to act for you may exercise your privacy rights on your behalf.
- **File a complaint.** You may complain to GVMC or to the U.S. Department of Health and Human Services Office for Civil Rights if you believe your privacy rights have been violated. We will not retaliate against you for filing a complaint.

CHANGES TO THIS NOTICE

GVMC may revise this Notice. Any revised Notice may apply to PHI we already maintain as well as information received in the future. The current Notice will be available from the Practice and, when applicable, on the GVMC website.

QUESTIONS OR PRIVACY COMPLAINTS

GVMC Privacy Contact

Governors Village Medical Center
40115 Moring Road
Chapel Hill, NC 27517
Phone: 919-355-9423
Email: office@gvmedcenter.com

U.S. Department of Health and Human Services

Office for Civil Rights
200 Independence Avenue, S.W.
Washington, DC 20201
Phone: 1-877-696-6775