

BENTON COUNTY HUMAN SERVICES – PUBLIC HEALTH UNIT
TENNESSEN WARNING: CLIENT RECORD & DATA PRIVACY INFORMATION

A record of information obtained in providing health services to you will be kept by our department. This information will be used to:

- Determine your eligibility for services
- Assure continuity of care for you
- Verify services have been provided to you
- Prepare billings for chargeable services
- Communicate pertinent information to your physician in accordance with acceptable medical practice
- Communicate pertinent information to the person(s) you list to be contacted in case of emergency
- Communicate pertinent information to a care facility (e.g., hospital) should you be admitted to the facility during the time you are receiving services through our department

You are not legally required to provide us with any information, and you may refuse to do so. However, without this information it may take longer for us to provide services to you, or we may not be able to serve you.

The information in your record will be available to persons affiliated with Benton County Human Services – Public Health Unit whose work require it in order to provide services to you. These persons include:

- Employees of Benton County Human Services;
- Employees of organizations with whom Benton County Human Services has a contractual relationship;
- Students of schools with whom Benton County Human Services has a contractual relationship.

Information in your record will not be released to other persons or organizations other than the above without your prior knowledge and written consent, except in instances as permitted by law. These instances include:

- Responding to a valid court order;
- Fulfilling duties as mandated reporters of adult and child maltreatment;
- Responding to organizations responsible for auditing our department to assure adherence to federal and state regulations.

We are required to abide by the terms of this Notice. We reserve the right to change the terms of this Notice and to make new Notice provisions effective for all health information that we maintain. We will post a revised Notice in our offices, make copies available to you upon request and post the revised Notice on our website: <http://www.co.benton.mn.us>. The goal of our department is to provide you with services that will assist you in staying healthy. If you have any concerns or complaints about our services, please discuss these with your assigned nurse, or contact Benton County Human Services and ask to speak with the supervisor.
