



December 1, 2009

Dear Resident / Family Representative

The Good Samaritan Home, Inc. ("The Home") is committed to complying with the HIPAA (Healthcare Insurance Portability and Accountability Act), which was passed by Congress in 1996. The Office of Civil Rights (OCR) within the U. S. Department of Health and Human Services has the responsibility to implement and enforce the portion of this Act, which specifically addresses the protection of personal health information (PHI), referred to as the *Privacy Rule*.

As the enclosed Notice of Privacy Practices demonstrates, The Home ensures the privacy of PHI of our Patients/Residents and this document explains how The Home will use and disclose protected health information as well as how our Patients/Residents can obtain access to their own personal healthcare information.

The Home has a policy regarding the release of Protected Health Information (PHI), which provides a form, Authorization to Release Medical Information, for Patients/Residents to use if there is a situation where a Patient/Resident, or legal representative, wants specific healthcare information copied and forwarded from our Medical Records Department. A copy of this request form is enclosed, however, additional forms are available in the Corporate Compliance Office in Administration.

If you have any questions about the HIPAA Privacy Rule or the Notice of Privacy Practices at The Home, please contact the Corporate Compliance Officer, Ken Karmire at 759-0496 (Ext. 201).

Sincerely,

Ken Karmire
Director, Risk Management/
Corporate Compliance Officer
812 759-0496