



Terms and Conditions & Privacy Policy

Advocate Urgent Care - School Based Health Services Authorization

Understanding that you or your child may need healthcare treatment during school hours at the school or after hours outside the school, you hereby authorize Advocate Urgent Care, and the School by and through Advocate Urgent Care, to initiate and administer such first aid, other medical examination and treatment as shall be deemed best under the circumstances, and you consent for you or your child to receive such treatment. If indicated based on clinical findings, you authorize Advocate Urgent Care to refer and share you or your child's specific information for further evaluation and/or treatment with the appropriate health care entity. You understand that Advocate Urgent Care may not always be available due to capacity or other reasons. You represent and warrant that you are an authorized legal representative of the child. You understand that the School will attempt to notify an authorized legal representative of the child in the event of an emergency requiring immediate medical care for you or your child and if the School is unable to notify an authorized legal representative of the child, it will have you or your child treated by a duly qualified medical practitioner. You authorize Advocate Urgent Care to contact and leave a voicemail and/or a text message, leaving protected health or personally identifiable information, such as a diagnosis, of you or your child, on the supplied phone number and contact phone numbers from the School. You also understand that the transmission of personal health and/or personally identifiable information may not be secure and may be illegally accessed by a third party. Any medical or demographic information provided to the School

may be shared with Advocate Urgent Care. Consent is further given to the School to share any student records related to the medical treatment and/or diagnosis to Advocate Urgent Care and you understand that Advocate Urgent Care shall share personally identifiable information such as diagnosis and treatment plans with the school.

PURPOSE. The purpose of this form is to obtain your consent for you or your child to participate in a telehealth consultation as well as (when available) in-person health care services. This consent will authorize medical information about the child, including personally identifiable medical information, to be disclosed to your school District, Advocate Urgent Care and medical professionals, administrative staff, and employees of the school for the purposes of treatment or general administration. This disclosure will also authorize the sharing of information containing the child's personally-identifiable medical information for informational purposes by employees of the School or Advocate Urgent Care and the use of personally-identifiable information by Advocate Urgent Care for the development and improvement of software, hardware, and related tools designed to improve services provided by medical professionals, administrative staff, contractors and employees of Advocate Urgent Care. This consent will also authorize the disclosure of information, diagnosis, and records containing or related to the child's personally identifiable medical information for the purposes of billing commercial and insured healthcare payors, state and/or federal healthcare payors, including but not limited to state Medicaid plans. The purpose of the disclosure is to obtain information and/or remuneration for reimbursable medical services. By signing below, you expressly authorize Advocate Urgent Care, and any of its contractors, vendors or affiliates to bill Medicaid

and any other payors for the specific services performed for you or your child.

You or your child's ability to receive services outside of the school setting will not be impacted. You may withdraw this consent at any time. You understand that you may choose your provider, and you have no obligation to select Advocate Urgent Care as a healthcare provider for you or your child. You understand that you are responsible for any out-of-pocket patient responsibility that is not covered by your healthcare payor or other agency. You or your child will have access to all medical information resulting from the telemedicine and in-person health care services as provided by applicable law for patient access to medical records.

NATURE OF TELEHEALTH CONSULTATION. During the telemedicine consultation, the following may occur:

Details of you or your child's medical and behavioral health history, examinations, and tests may be discussed with other health professionals when medically necessary.

Physical examination assessment of you or your child may take place via a remote medical practitioner through the mobile application, utilizing audio, videos or photos when medically necessary to deliver care. Not all conditions can be treated by a telehealth consultation.

Non-medical personnel including school staff, Advocate Urgent Care employees and/or translators may be present to aid with language and technical implementation of the consultation. You authorize school personnel, including the nurses and non-medical personnel to

administer any necessary rapid/point of care testing and/or medications as determined by the medical provider's assessment and diagnosis.

MEDICAL INFORMATION AND RECORDS. All existing laws regarding your access to medical information and copies of your medical records apply to this telehealth consultation and/or in-person health care service. Additionally, dissemination, beyond the potential uses listed in this consent, of any patient identifiable images or information from this telehealth interaction and/or in-person health care service will not occur without your explicit consent except you authorize Advocate Urgent Care to disclose protected health information about you or your child to school designees, school nurses, physicians, Advocate Urgent Care or other health care providers and payors for treatment, administration and billing purposes. You also authorize Advocate Urgent Care to maintain and save you or your child's medical records consistent with applicable laws and regulations.

CONFIDENTIALITY. Reasonable and appropriate efforts have been made to eliminate any confidentiality risk associated with the telehealth consultation and/or in-person health care service, and all existing confidentiality protections under federal and state law apply to information disclosed during this telehealth consultation and/or in-person health care service.

RIGHTS. You may withhold or withdraw consent to telehealth consultations and/or in-person health care service, to the disclosure of personally identifiable information to any state or federal agency or other third party, or to any other services at any time. You acknowledge that you have been advised of your right to receive a copy of this authorization as signatory to the authorization.

RISK, CONSEQUENCES AND BENEFITS. You are aware of any potential risk, consequences and benefits of telehealth and/or in-person health care service. You have had an opportunity to ask questions about this information and all of my questions have been answered. You understand the written information provided above. You are choosing to enroll in Advocate Urgent Care and are not being forced to utilize this program.



Notice of Privacy Practices

For purposes of this Notice, when we refer to “you” or “your,” we mean you as a patient or you as the provider of information about a minor patient.

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

This Notice of Privacy Practices describes how Advocate Urgent Care and Princeton Public School Based Health and the members of its Affiliated Covered Entity (collectively “we” or “our”) may use and disclose your protected health information to carry out treatment, payment or business operations and for other purposes that are permitted or required by law. An Affiliated Covered Entity is a group of health care providers under common ownership or control that designates itself as a single entity for purposes of compliance with the Health Insurance Portability and Accountability Act (“HIPAA”). The members of Advocate Urgent Care and Princeton Public School Based Health Team will share protected health information with each other for the treatment, payment, and health care operations of the Advocate Urgent Care and as permitted by HIPAA and this Notice of Privacy Practices.

“Protected health information” or “PHI” is information about you, including demographic information, that may identify you and that

relates to your past, present or future physical health or condition, treatment or payment for health care services. This Notice also describes your rights to access and control your protected health information.

USES AND DISCLOSURES OF PROTECTED HEALTH INFORMATION:

Your protected health information may be used and disclosed by our health care providers, our staff, and others outside of our office that are involved in your care and treatment for the purpose of providing health care services to you, to support our business operations, to obtain payment for your care, and any other use authorized or required by law.

TREATMENT:

We will use and disclose your protected health information to provide, coordinate, or manage your health care and any related services. This includes the coordination or management of your health care with a third party. For example, your protected health information may be provided to a health care provider to whom you have been referred to ensure the necessary information is accessible to diagnose or treat you.

PAYMENT:

Your protected health information may be used to bill or obtain payment for your health care services. This may include certain activities that your health insurance plan may undertake before it approves or pays for your services, such as: making a determination of eligibility or coverage for insurance benefits and reviewing services provided to you for medical necessity.

HEALTH CARE OPERATIONS:

We may use or disclose, as needed, your protected health information in order to support the business activities of this office. These activities

include, but are not limited to, improving quality of care, providing information about treatment alternatives or other health-related benefits and services, development or maintaining and supporting computer systems, legal services, conducting audits and compliance programs, including fraud, waste and abuse investigations.

USES AND DISCLOSURES THAT DO NOT REQUIRE YOUR AUTHORIZATION:

We may use or disclose your protected health information in the following situations without your authorization. These situations include the following uses and disclosures: as required by law; for public health purposes; for health care oversight purposes; for abuse or neglect reporting; pursuant to Food and Drug Administration requirements; in connection with legal proceedings; for law enforcement purposes; to coroners, funeral directors and organ donation agencies; for certain research purposes; for certain criminal activities; for certain military activity and national security purposes; for workers' compensation reporting; relating to certain inmate reporting; and other required uses and disclosures. Under the law, we must make certain disclosures to you upon your request, and when required by the Secretary of the Department of Health and Human Services to investigate or determine our compliance with the requirements of the Health Insurance Portability and Accountability Act (HIPAA). State laws may further restrict these disclosures.

USES AND DISCLOSURES THAT REQUIRE YOUR AUTHORIZATION:

Other permitted and required uses and disclosures will be made only with your consent, authorization or opportunity to object unless permitted or required by law. Without your authorization, we are expressly prohibited from using or disclosing your protected health information for marketing purposes. We may not sell your protected

health information without your authorization. Your protected health information will not be used for fundraising. If you provide us with an authorization for certain uses and disclosures of your information, you may revoke such authorization, at any time, in writing, except to the extent that we have taken an action in reliance on the use or disclosure indicated in the authorization.

YOUR RIGHTS WITH RESPECT TO YOUR PROTECTED HEALTH INFORMATION:

You have the right to inspect and copy your protected health information.

You may request access to or an amendment of your protected health information.

You have the right to request a restriction on the use or disclosure of your protected health/personal information. Your request must be in writing and state the specific restriction requested and to whom you want the restriction to apply. We are not required to agree to a restriction that you may request, except if the requested restriction is on a disclosure to a health plan for a payment or health care operations purpose regarding a service that has been paid in full out-of-pocket.

You have the right to request to receive confidential communications from us by alternative means or at an alternate location. We will comply with all reasonable requests submitted in writing which specify how or where you wish to receive these communications.

You have the right to request an amendment of your protected health information. If we deny your request for amendment, you have the right to file a statement of disagreement with us. We may prepare a rebuttal

to our statement and we will provide you with a copy of any such rebuttal.

You have the right to receive an accounting of certain disclosures of your protected health information that we have made, paper or electronic, except for certain disclosures which were pursuant to an authorization, for purposes of treatment, payment, healthcare operations (unless the information is maintained in an electronic health record); or for certain other purposes.

You have the right to obtain a paper copy of this Notice, upon request, even if you have previously requested its receipt electronically by e-mail.

REVISIONS TO THIS NOTICE:

We reserve the right to revise this Notice and to make the revised Notice effective for protected health information we already have about you as well as any information we receive in the future. You are entitled to a copy of the Notice currently in effect. Any significant changes to this Notice will be posted on our web site. You then have the right to object or withdraw as provided in this Notice.

BREACH OF HEALTH INFORMATION:

We will notify you if a reportable breach of your unsecured protected health information is discovered. Notification will be made to you no later than 60 days from the breach discovery and will include a brief description of how the breach occurred, the protected health information involved and contact information for you to ask questions.

COMPLAINTS:

Complaints about this Notice or how we handle your protected health

information should be directed to our Administration Team. If you are not satisfied with the manner in which a complaint is handled you may submit a formal complaint to the Department of Health and Human Services, Office for Civil Rights by sending a letter to 200 Independence Avenue, S.W., Washington, D.C. 20201, calling 1-877-696-6775, or visiting www.hhs.gov. We will not retaliate against you for filing a complaint.

We must follow the duties and privacy practices described in this Notice. We will maintain the privacy of your protected health information and to notify affected individuals following a breach of unsecured protected health information. If you have any questions about this Notice, please contact us at 763-260-4750 and ask to speak with the Administration Team.

Student Name: _____

Parent/Guardian Name (*Print*): _____

Parent/Guardian Signature: _____

Date: _____