

Vigilant Society

Privacy Notice:

This notice describes how medical information about you may be used and disclosed, and how you can have access to this information. Please review this carefully. We recognize the importance of Member privacy. As such, it is our policy never to collect medical information on any member. However, any medical related information about you, which may come into the possession of Vigilant Society, shall be treated as personal and confidential. Vigilant Society is very committed to protecting your privacy rights and shall comply with HIPPA Regulations. Information that you may supply to medical personnel attending to your care pursuant to your membership referral, including medical doctors, nurses, hospital administrators and record keepers is a matter between you and the individual Hospitals, Physicians and their respective medical record keepers as these are events outside the managerial scope, authority or enforcement capability of Vigilant Society. Vigilant Society has discussed patient privacy provisions of the HIPPA Regulations with each Medical-Surgical care provider who provides medical services to Vigilant Society members and each has acknowledged by endorsing an agreement with Vigilant Society, that any and all member medical information files in their possession, directly or indirectly, shall be maintained in strict confidence and in accordance with HIPPA Regulations.

These categories describe different ways that use and disclose medical information. Not every possible use or disclosure in a category will be listed. However, all of the normal ways permitted to be used disclosing information will fall within one of the categories:

A. Payment, Health Care Operations and Administrative Matters. The law permits use/disclosure of medical information or health information for payment and/or health care operations.

(i) For Payment – Health information about you may be disclosed to our business partners that administer your care, a governmental payer or other responsible third party for the purpose of receiving payment for the medical treatment you have received or will be provided.

(ii) For Health Care Operations– Information about you may be used and disclosure of medical information about you may be given for purposes of health care operations. These uses and disclosures are necessary to ensure that you and all other Members receive quality care. Some examples of these uses and disclosures include but are not limited to:

1. Uses by our Membership advocate who act as a liaison.
2. Quality assessment through the distribution and analysis of Member satisfaction surveys.
3. Health care and disease management functions.
4. Data management through the Information Technology Systems department. We may also combine your health information with that of other Members to evaluate the benefits of membership and to evaluate the quality of care our Members receive.
5. For Certain Administrative Matters – Information may also be used and disclose medical information about you for general

administrative activities, including customer service, cost management, auditing and legal services. In addition we may send you information based on your own health information to tell you about or recommend possible treatment options or alternatives that may be of interest to you, or to tell you about health-related benefits or services that may be of interest to you.

You may determine what medical information Vigilant Society has about you, if any, by sending an email to: membersmedicalfiles@vigilantsociety.com or by sending a notarized written letter to Vigilant Society POB 58479 Oklahoma City, Oklahoma 33719 and clearly stating your contact information and request.

You may also determine what medical information your medical surgical provider may have about you by contacting their records division by telephone, email and/or fax and provide the nature of your request. It should be noted, regular mail deliver is unreliable and the use of a private/commercial courier should be used for this purpose.