

**Disclosure Accounting:** You have the right to receive a list of instances in which we disclosed your health information for purposes other than mentioned in this notice for treatment, payment, and healthcare operations for the last 6 years, commencing from April 14, 2003 forward only. This request must be in writing and directed to the Compliance Officer. If you request this accounting more than once in a 12-month period we will charge you a reasonable, cost-based fee for responding to the additional request.

**Changes to This Notice:** We reserve the right to change this notice at any time. We reserve the right to make the revised or changed notice effective for medical information we already have about you as well as any information we may receive from you in the future. The notice will contain the date of last revision and effective date on the first page, in the top right-hand corner. In addition, each time you visit the Practice for treatment or health care services, you may request a copy of current in effect.

**Questions and Complaints:** If you are concerned your privacy rights have been violated, or you disagree with a decision made about access to your health information, you may complain to using the contact information listed at the end of this Notice. You also may submit a written complaint to the U.S. Department of Health and Human Service. We will provide you with the address to file your complaint with the U.S. Department of Health and Human Service upon request.

**Right to a Paper Copy of This Notice:** We will be happy to provide you with a paper copy of this Notice.

Contact Officer: Brenda Anderson  
Telephone: (910)762-0057  
Fax: (910)762-0036  
Address: 1915 Tradd Court, Wilmington, NC 28401