

Notice of Privacy Practices for Open Hearth Participants

Effective Date: July 1, 2019

This Notice of Privacy Practices (this "Notice") describes the practices of The Open Hearth for purposes of this notice and with respect to their activities at facilities associated with The Open Hearth. Wherever in this Notice we refer to "The Open Hearth" or to "we" or "us" we are referring to anyone of The Open Hearth. This Notice of Privacy Practices (the "Notice") is meant to inform you of the uses and disclosures of private information that we may make. It also describes your rights to access and control your private information and certain obligations we have regarding the use and disclosure of your private information.

This notice applies to all of the records of your care at The Open Hearth. Your "private information" is information about you created and received by us, including demographic information, that may reasonably identify you and that relates to your past, present or future physical or mental health or condition.

The following categories describe some of the different ways that we may use or disclose your private information. Even if not specifically listed below, The Open Hearth may use and disclose your private information as permitted or required by law or as authorized by you. We will make reasonable efforts to limit access to your private information to those persons or Classes of persons, as appropriate, in our workforce who need access to carry out their duties. In addition, if required, we will make reasonable efforts to limit the private information to the minimum amount necessary to accomplish the intended purpose of any use or disclosure and to the extent such use or disclosure is limited by law.

Fundraising Activities: We may use information about you to contact you in an effort to raise money for The Open Hearth and its operations. The information we release will be limited to your contact information, such as your name, address and telephone number and the dates you were a resident at The Open Hearth. A description of how to opt out of receiving any further fundraising communications will be included with any fundraising materials you receive from The Open Hearth. If you request that your information not be used or disclosed for fundraising purposes, we will make a reasonable effort to ensure that you do not receive future fundraising communications.

Public Health Activities: We may disclose your private information to a public health authority that is authorized by law to collect or receive such information, such as for the purpose of preventing or controlling disease, injury, or disability; reporting births, deaths or other vital statistics; reporting child abuse or neglect; notifying individuals of recalls of products they may be using; notifying a person who may have been exposed to a disease or may be at risk of contracting or spreading a disease or condition.

Health Oversight Activities: We may disclose your private information to a health oversight agency for activities authorized by law, such as audits, investigations, inspections, accreditation, licensure, and disciplinary actions.

Judicial and Administrative Proceedings: If you are involved in a lawsuit or a dispute, we may disclose your private information in response to your authorization or a court or administrative order. We may also disclose your private information in response to a subpoena, discovery request, or other lawful process if such disclosure is permitted by law.

Law Enforcement: We may disclose your private information for certain law enforcement purposes if permitted or required by law. For example, to report gunshot wounds; to report emergencies or suspicious deaths; to comply with a court order, warrant, or similar legal process; or to answer certain requests for information concerning crimes.

Coroners, Medical Examiners, Funeral Directors, Organ Procurement Organizations: We may release your private information to a coroner, medical examiner, funeral director, or, if you are an organ donor, to an organization involved in the donation of organs and tissues.

To Avert a Serious Threat to Health or Safety: We may use and disclose your private information when necessary to prevent a serious threat to your health or safety or the health or safety of that public or another person. Any disclosure, however, would be to someone able to help prevent the threat

Military and National Security: If required by law, if you are a member of the armed forces, we may use and disclose your private information as required by military command authorities or the Department of Veterans Affairs. If required by law, we may disclose your private information to authorized federal agencies for the conduct of lawful intelligence, counter-intelligence, and other national security activities authorized by law. If required by law, we may disclose your private information to authorized federal officials so they may provide protection to the President, other authorized persons or foreign heads of state or conduct special investigations.

Workers' Compensation: We may use or disclose your private information as permitted by laws relating to workers' compensation or related programs.

Mental Health Information: Certain mental health information may be disclosed for treatment, payment and health care operations as permitted or required by law. Otherwise, we will only disclose such information pursuant to an authorization, court order or as otherwise required by law. For example, all communications between you and counselors will be privileged and confidential in accordance with Connecticut and Federal law.

HIV-Related Information: We may disclose HIV-related information as permitted or required by Connecticut law. For example, your HIV -related information, if any, may be disclosed without your authorization for treatment purposes, certain health oversight activities, pursuant to a

court order, or in the event of certain exposures to HIV by personnel of The Open Hearth, another person, or a known partner.

Right to Request Restrictions of Your Private Information: You have the right to request certain restrictions or limitations on the private information we use or disclose about you. You may request a restriction or revise a restriction on the use or disclosure of your private information by providing a written request stating the specific restriction requested. If restricted private information is disclosed to a health care provider for emergency treatment, we will request that such health care provider not further use or disclose the information. In addition, you and The Open Hearth may terminate the restriction if the other party is notified in writing of the termination. Unless you agree, the termination of the restriction is only effective with respect to private information created or received after we have informed you of the termination.

To access, inspect and copy your private information that may be used to make decisions about you, you must submit your request in writing to The Open Hearth. If you request a copy of the information, we may charge a fee for the costs of preparing, copying, mailing or other supplies associated with your request. We may deny, in whole or in part, your request to access, inspect and copy your private information under certain limited circumstances. If we deny your request, we will provide you with a written explanation of the Reason for the denial. You may have the right to have this denial reviewed by an independent health care professional designated by us to act as a reviewing official. This individual will not have participated in the original decision to deny your request. You may also have the right to request a review of our denial of access through a court of law. All requirements, court costs and attorney's fees associated with a review of denial by a court are your responsibility. You should seek legal advice if you are interested in pursuing such rights.

Right to Amend Your Private Information: You have the right to request an amendment to your protected health information for as long as the information is maintained by or for The Open Hearth. Your request must be made in writing to The Open Hearth and must state the reason for the requested amendment. You can obtain a Request for Amendment form from The Open Hearth. If we deny your request for amendment, we will give you a written denial including the reasons for the denial and the right to submit a written statement disagreeing with the denial.

We may rebut your statement of disagreement. If you do not wish to submit a written statement disagreeing with the denial, you may request that your request for amendment and your denial be disclosed with any future disclosure of your relevant information.

Right to Obtain a Paper Copy of Notice: You have the right to obtain a paper copy of this Notice, even if you have agreed to receive this Notice electronically. You may request a copy of this Notice at any time by contacting The Open Hearth.

Right to Complain: You may file a complaint with us or the Department Of Housing if you believe your privacy rights have been violated by us. You may file a complaint with us by notifying our Privacy Official of your Complaint. You will not be penalized for filing a complaint and we will make every reasonable effort to resolve your complaint with you.

Individuals Involved in Your Care or Payment of Your Care: Unless you object, we may disclose your private information to a family member, a relative, a close friend or any other person you identify, if the information relates to the person's involvement in your health care, or to notify that person of your location or general condition or payment related to your health care. In addition, we may disclose your protected health information to a public or private entity authorized by law to assist in a disaster relief effort. If you are unable to agree or object to such a disclosure we may disclose such information if we determine that it is in your best interest based on our professional judgment or if we reasonably infer that you would not object.

Research Purposes: Your private information may be used or disclosed for research purposes, but only if the use and disclosure of your information has been reviewed and approved by The Open Hearth, if you provide authorization. You may be identified as a possible candidate for a research study. You may be contacted to inquire if you would like to participate in research. Information from your medical record may be used for research, but will not include any identifiable information about you.