**Health Insurance Portability and Accountability Act (HIPAA) and Health Information Technology for Economic and Clinical Health (HITECH) Act of electronic protected health information (ePHI)**

Beneficial In-home Care Inc. (BIHC), complies with the Health Insurance Portability and Accountability Act (HIPAA) and Health Information Technology for Economic and Clinical Health (HITECH) Act per the polies and processes that we are required for information that is to be stored, processed, or handled electronic protected health information (ePHI). This act protects your fundamental right to privacy and confidentiality. This act restricts the use and disclosure of client data by how information is stored, who has access to it, and how it is used. It is Beneficial’s policy to take reasonable measures and protect all client information (PHI) by electronic or paper form.

Limiting Uses and Disclosures to Minimum Necessary information to covered entities

A covered entity must make reasonable efforts to use, disclose, and request only the minimum amount of protected health information needed to accomplish the intended purpose of the use, disclosure, or request.

The minimum necessary requirement is not imposed in any of the following circumstances: (a) disclosure to or a request by a health care provider for treatment; or by AAA/DSHS for state clients; or by VA for Veteran clients; (b) disclosure to an individual who is the subject of the information, or the individual’s personal representative; (c) use or disclosure made pursuant to an authorization; (d) disclosure to an insurance company; (e) disclosure for complaint investigation, compliance review or enforcement; (f) use or disclosure that is required by law; or (g) use or disclosure required for compliance with the HIPAA Transactions Rule or other HIPAA Administrative Simplification Rules

Information we may collect from you

We may collect and process the following data about you:

* Information that you provide by filling in forms on our Site. This includes information provided at the time of registering to use our Site, subscribing to our service, posting material or requesting further services. We may also ask you for information when you enter a competition or promotion sponsored by us, and when you report a problem with our Site.
* If you contact us, we may keep a record of that correspondence.
* We may also ask you to complete surveys that we use for research purposes, although you do not have to respond to them.
* Details of transactions you carry out through our Site and of the fulfilment of your orders.
* Details of your visits to our Site including, but not limited to, traffic data, location data, weblogs and other communication data, whether this is required for our own billing purposes or otherwise and the resources that you access.

IP addresses

We may collect information about your computer, including where available your IP address, operating system and browser type, for system administration and to report aggregate information to our advertisers. This is statistical data about our users’ browsing actions and patterns and does not identify any individual.

Changes to our Privacy Policy

This Privacy Policy may be updated from time to time, so you may want to check it each time you visit our Site. Contact

If you have a complaint about our health information practices or believe that we have violated your privacy rights, please make a complaint:

Beneficial In-home Care privacy officer at 509-323-0390.

Or you may file a complaint with the Office for Civil Rights (OCR): Email OCR at OCRMail@hhs.gov or call the U.S. Department of Health and Human Services

Office for Civil Rights toll-free at: 1-800-368-1019, TDD: 1-800-537-7697.

Please contact us using the details shown on our Site if you have any questions, comments or requests