

DAWSON PEDIATRICS, LLC

NOTICE OF PRIVACY PRACTICES

Effective Date: January 1, 2026

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

Our Commitment to Your Privacy

Dawson Pediatrics, LLC is committed to protecting the privacy and confidentiality of your protected health information ("PHI"). We are required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the HIPAA Privacy Rule, the HIPAA Security Rule, the Health Information Technology for Economic and Clinical Health (HITECH) Act, and other applicable federal and Georgia laws to maintain the privacy and security of your health information.

This Notice explains how we may use and disclose your health information, your rights regarding your health information, and our legal responsibilities to protect your privacy.

Uses and Disclosures of Your Health Information

We may use and disclose your protected health information without your written authorization for the following purposes:

Treatment

We may use and disclose your health information to provide, coordinate, or manage your medical care. This includes communicating with physicians, specialists, hospitals, pharmacies, laboratories, imaging centers, therapists, and other healthcare providers involved in your care.

Payment

We may use and disclose your information to bill and receive payment for healthcare services provided to you.

Examples include:

- Billing insurance companies and government health plans
- Verifying insurance eligibility and benefits

- Obtaining prior authorizations
- Collecting outstanding balances
- Sharing information with billing companies or collection agencies, when appropriate

Health Care Operations

We may use and disclose your information for activities necessary to operate our practice, including:

- Quality assessment and improvement
- Staff education and training
- Medical record reviews
- Accreditation and credentialing
- Licensing and compliance activities
- Business management and administration
- Risk management
- Customer service

Appointment Reminders and Health-Related Communications

We may contact you regarding:

- Appointment reminders
- Annual wellness visits
- Immunizations
- Follow-up appointments
- Preventive care reminders
- Information about treatment alternatives or other health-related benefits and services

We may communicate with you by:

- Telephone
- Voicemail

- Text message
- Email
- Patient Portal
- U.S. Mail

Individuals Involved in Your Care

Unless you object, we may disclose relevant health information to a parent, legal guardian, family member, or another person involved in your child's care or payment for care, as permitted by applicable law.

Business Associates

We contract with third-party companies that perform services on our behalf, including electronic health record vendors, billing companies, information technology providers, consultants, shredding services, cloud storage vendors, and other service providers. These Business Associates are required by law and contract to safeguard your protected health information.

Public Health Activities

We may disclose your information when required or authorized by law for public health purposes, including:

- Reporting communicable diseases
- Reporting vaccinations
- Reporting child abuse or neglect
- Reporting adverse reactions to medications
- Preventing or controlling disease, injury, or disability

Health Oversight Activities

We may disclose information to government agencies responsible for oversight of the healthcare system, including audits, inspections, investigations, licensure, certification, and regulatory compliance.

Judicial and Administrative Proceedings

We may disclose your health information in response to a court order, subpoena, discovery request, or other lawful legal process when permitted or required by law.

Law Enforcement

We may disclose health information to law enforcement officials as required or permitted by law.

Coroners, Medical Examiners, and Funeral Directors

We may disclose health information as necessary for identification, determination of cause of death, or other duties authorized by law.

Organ and Tissue Donation

We may disclose health information to organizations involved in organ, eye, or tissue donation.

Workers' Compensation

We may disclose health information as authorized by workers' compensation laws and similar programs.

Research

Your health information may be used or disclosed for research purposes only when permitted by applicable law and approved by an Institutional Review Board (IRB) or other authorized privacy review process.

Serious Threat to Health or Safety

We may disclose information if necessary to prevent or lessen a serious threat to the health or safety of an individual or the public.

Specialized Government Functions

We may disclose health information for military, veterans, national security, correctional institution, or other government functions as authorized by law.

Uses and Disclosures Requiring Your Written Authorization

We will obtain your written authorization before:

- Using or disclosing psychotherapy notes (when applicable)
- Using your information for most marketing purposes
- Selling your protected health information
- Any use or disclosure not otherwise permitted by law

You may revoke your authorization at any time by submitting a written request. Revocation will not affect actions already taken based on your prior authorization.

Your Rights Regarding Your Health Information

You have the following rights under federal law:

Right to Request Restrictions

You may request restrictions on certain uses and disclosures of your protected health information. While we are not required to agree to every request, we will comply when required by law.

Right to Request Confidential Communications

You may request that we communicate with you by alternative means or at an alternative location.

Right to Inspect and Receive Copies

You have the right to inspect and obtain a copy of your medical record, subject to certain exceptions permitted by law.

Reasonable fees may apply as permitted under applicable law.

Right to Request an Amendment

If you believe your medical record contains incorrect or incomplete information, you may request an amendment. We may deny your request under certain circumstances, but we will provide a written explanation if we do.

Right to Receive an Accounting of Disclosures

You may request an accounting of certain disclosures of your protected health information made by Dawson Pediatrics, LLC.

Right to Receive a Paper Copy of This Notice

You may request a paper copy of this Notice at any time, even if you have agreed to receive it electronically.

Our Responsibilities

Dawson Pediatrics, LLC is required by law to:

- Maintain the privacy and security of your protected health information.
- Provide you with this Notice of Privacy Practices.

- Notify you following a breach of unsecured protected health information when required by law.
- Abide by the terms of this Notice currently in effect.

We reserve the right to revise this Notice at any time. Any revised Notice will apply to all protected health information maintained by Dawson Pediatrics, LLC. The revised Notice will be available in our office and on our website.

Special Information Regarding Minors

As a pediatric medical practice, Dawson Pediatrics, LLC generally provides parents and legal guardians access to their child's medical information as permitted by federal and Georgia law. Certain healthcare services provided to minors may be subject to additional privacy protections. In those situations, we will comply with all applicable federal and Georgia laws governing confidentiality and access to medical information.

Complaints

If you believe your privacy rights have been violated, you may file a complaint with our Privacy Officer.

Privacy Officer

Dawson Pediatrics Administrator
Dawson Pediatrics, LLC
300 Dawson Commons Circle, Suite 320
Dawsonville, GA 30534

Phone: (706) 216-2771

Email: FrontDesk@dawsonpediatrics.com

You may also file a complaint with the Office for Civil Rights, U.S. Department of Health and Human Services.

You will not be penalized or retaliated against for filing a complaint.

Contact Information

Privacy Officer

Dawson Pediatrics Administrator

Dawson Pediatrics, LLC

300 Dawson Commons Circle, Suite 320

Dawsonville, GA 30534

Phone: (706) 216-2771

Email: FrontDesk@dawsonpediatrics.com

Website: www.dawsonpediatrics.com

Questions

If you have questions about this Notice or your privacy rights, please contact our Privacy Officer using the contact information listed above.

Dawson Pediatrics, LLC is committed to protecting your privacy while providing high-quality pediatric healthcare. We appreciate the trust you place in us and are dedicated to safeguarding your personal health information in accordance with all applicable federal and Georgia privacy laws.