Notice of Privacy Practices

The Health Insurance Portability and Accountability Act (HIPAA) Privacy Regulation requires a covered entity to provide individuals with a written notice describing the covered entity’s privacy practices. The Medical College of Wisconsin (MCW) is a covered entity under HIPAA and is required to provide a Notice of Privacy Practices to all patients, research participants and other individuals with whom we use or disclose protected health information ( PHI ). MCW and Froedtert Hospital ( Froedtert ) have developed a Joint Notice of Privacy Practices for use at all MCW and Froedtert locations. Children’s Hospital of Wisconsin and the Veterans Administration Medical Center have developed similar notices, and have incorporated the necessary language to reflect the appropriate use and disclosure of PHI by MCW faculty and staff at these institutions.

The Notice of Privacy Practices describes how health information about the patient may be used and disclosed and how the patient can get access to this information. The contents of the Notice must include: potential uses and disclosures of PHI (examples), the rights of the individual, the covered entity’s duties, the complaint process, a contact person or office to answer privacy questions, the effective date of the notice and any optional elements MCW feels necessary to describe actual or limited uses or disclosures. The Notice must be provided to individuals no later than the first date of service that takes place on or after April 14, 2003. In addition, MCW is required to make a good faith effort to obtain a written acknowledgement of the receipt of the notice.

If you wish to learn more about HIPAA please visit the MCW HIPAA website at http://infoscope.mcw.edu/display/router.asp?DocID=7961.