

HIPPA REGULATIONS

EFFECTIVE DATE OF THIS NOTICE DECEMBER 1, 2010 (REVISED)

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TH THIS INFORMATION, PLEASE REVIEW IT CAREFULLY. If you have any questions about this notice, please contact our Licensing administrator at 901-527-2415 or 568 Poplar Avenue, Memphis, TN 38105.

A. TAYLOR BROWN APOTHECARY COMMITMENT TO YOUR PRIVACY

Taylor Brown Apothecary is dedicated to maintain the privacy of your medical information. In conducting our business, we will create records regarding you and the treatment and services we provide to you. These records are our property. However, we are required by law. To maintain the confidentiality of your medical information. To provide you with this notice of our legal duties and privacy practices (“notice”) concerning your medical information. To follow the terms of our notice of privacy practices in effect at this time.

To summarize, this notice provides you with the following important information:

How we may use and disclose your medical information.

Your privacy rights in your medical information.

Our obligations concerning the use and disclosure of your medical information.

Changes to This Notice

The terms of this notice apply to all records containing your medical information that are created or retained by us. We reserve the right to revise, change, or amend our notice of privacy practices. Any revision or amendment to this notice will be effective for all of the information that we already have about you, as well as any of your medical information that we may receive, create, or maintain in the future. Taylor Brown Apothecary will post a copy of our current notice in our store in a prominent location. You may request a copy of our notice anytime. To request a paper copy contact our Licensing Administrator at 901-527-2415 or 568 Poplar Avenue, Memphis, TN 38105.

B. HOW WE MAY USE AND DISCLOSE YOUR MEDICAL INFORMATION

The following categories describe the different ways in which we may use and disclose your medical information. Please note that each particular use or disclosure is not listed below. However, the different ways we are permitted to use and disclose your medical information do fall within one of the categories.

TREATMENT

Taylor Brown Apothecary may use and disclose your medical information to treat you. For example, information obtained by the pharmacist will be used to dispense prescription medications to you. We will document in your record information related to the medication dispensed to you and services provided to you. Many of the people who work for our organization may use or disclose your medical information in order to treat you or to assist others in your treatment. Additionally, we may disclose your medical information to others that may assist in your care, such as your physician, therapist, spouse, children or parents.

TAYLOR BROWN

APOTHECARY®

PAYMENT

Taylor Brown Apothecary may use and disclose your medical information in order to bill and collect payment for the services and items you may receive from us. For example, we may collect your health insurer to certify that you are eligible for benefits, to determine whether it will pay for your prescriptions and the amount of your co-payment, and we may provide your insurer with details regarding your prescriptions to determine if your insurer will cover, or pay for, your prescriptions. We also may use and disclose your medical information to obtain payment from third parties, they may be responsible for such costs, such as family members. Also, we may use your medical information to bill you directly for services and items.

HEALTH CARE OPERATIONS

Taylor Brown Apothecary may use and disclose your medical information to operate our business. These uses and disclosures are important to ensure that you receive quality care and that Taylor Brown Apothecary is well run. As examples of the ways in which we may use and disclose your information for our operations, Taylor Brown Apothecary may use your medical information to monitor the performance of the pharmacists providing treatment to you, or to conduct cost-management and business planning activities for our organization. This information will be used in an effort to continually improve the quality and effectiveness of the health care and service we provide. Further, we may disclose your information to doctors, nurses, medical students, and other personnel for review and learning purposes.

TREATMENT ALTERNATIVES/HEALTH-RELATED BENEFITS and SERVICES

Taylor Brown Apothecary may use and disclose your medical information to inform you of treatment alternatives and /or health-related benefits and services that may be of interest to you.

MARKETING

We may use your medical information to make a marketing communication to you that (i) occurs in a face-to-face encounter with you; (ii) concerns products or services of nominal value, or (iii) concerns our health-related products or services, or those of another party, provided that we tell you that we are the party communication with you, and that we tell you if we have received, or will receive, directly or indirectly, any money or remuneration for making the communication to you. If you do not want to receive marketing communication (other than those that are in a newsletter or other general communication device), please contact our Licensing Administrator at 901-527-2415 or 568 Poplar Avenue, Memphis, TN 38105.

In addition, if we ever use or disclose your medical information to communicate with you based on your particular health status or condition, we will explain to you why you received the communication, and how the product or service related to your health.

REQUESTING RESTRICTIONS

You have the right to request a restriction in our use or disclosure of your medical information for treatment, payment or health care operations. Additionally you have the right to request that we limit our disclosure of your medical information to individuals involved in your care or the payment for your care, such as family members and friends.

We are not required to agree to your request; however, if we do agree, we are bound by our agreement except when otherwise required by law, in emergencies, or when the information is necessary to treat you. In order to request a restriction in our use or disclosure of your medical information, you must make your request to our Licensing Administrator at 901-527-2415 or 568 Poplar Avenue, Memphis, TN 38105. Your request must describe in a clear and concise fashion: (i) the information you wish restricted; (ii) whether you are requesting to limit our practices, use, disclosure or both; and (iii) to whom you want the limits to apply.

CONFIDENTIAL COMMUNICATIONS

You have the right to request that Taylor Brown Apothecary communicate with you about your health and related issues in a particular manner, or at a certain location. For instance, you may ask that we contact you by mail, rather than by telephone, or at home, rather than work.

In order to request a type of confidential communication, you must make a written request to our Licensing Administrator at 901-527-2415 or 568 Poplar Avenue, Memphis, TN 38105. Specifying the requested method of contact, or the location where you wish to be contacted. Taylor Brown Apothecary will accommodate reasonable requests. You do not need to give a reason for your request.

The following categories describe additional conditions in which we may use or disclose your medical information.

REQUIRED by LAW

We will use or disclose medical information about you when required by applicable law.

ORGAN and TISSUE DONATION

We may use or disclose your medical information to organizations that handle organ and tissue procurement, banking, or transportation.

SERIOUS THREATS to HEALTH or SAFETY

Taylor Brown Apothecary may use and disclose your medical information when necessary to reduce or prevent a serious threat to your health and safety or the health and safety of another individual or the public. Under these circumstances, we will only make disclosures to a person or organization able to help prevent the threat.

SPECIALIZED GOVERNMENT FUNCTIONS

Taylor Brown Apothecary may disclose your medical information if you are a member of U.S. or foreign military forces (including veterans) and if required by the appropriate military command authorities. In addition, our organizations may disclose your medical information to federal officials for intelligence and national security activities authorized by law. We also may disclose your medical information to federal officials in order to protect the President, other officials or foreign heads of state, or to conduct investigations.

WORKERS COMPENSATION

Taylor Brown Apothecary may release your medical information for workers compensation and similar programs.

C. YOUR RIGHTS REGARDING your MEDICAL INFORMATION

You have the following rights regarding the medical information that we maintain about you:

INSPECTION and COPIES

You have the right to inspect and obtain a copy of the medical information that may be used to make decision about you, including patient medical records and billing records. You must submit your request in writing to our Licensing Administrator at 901-527-2415 or 568 Poplar Avenue, Memphis, TN 38105 in order to inspect and /or obtain a copy of your medical information, Taylor Brown Apothecary may charge a fee for the costs of copying, mailing, labor and supplies associated with your request. We may deny your request to inspect and /or copy in certain limited circumstances; however, you may request a review of our denial.. Reviews will be conducted not by the person that denied your request, but by another licensed health care professional chosen by us.

TAYLOR BROWN

APOTHECARY®

AMENDMENT

You may ask us to amend your medical information if you believe it is incorrect or incomplete, and you may request an amendment for as long as the information is kept by or for Taylor Brown Apothecary. To request an amendment, your request must be made in writing and submitted to our Licensing Administrator at 901-527-2415 or 568 Poplar Avenue, Memphis, TN 38105. You must provide us with a reason that supports your request if you fail to submit your request (and the reason supporting your request) in writing. Also, we may deny your request if you ask us to amend information that is: accurate and complete not part of the medical information kept by or for Taylor Brown Apothecary not part of the medical information which you would be permitted to inspect and copy; or not created by Taylor Brown Apothecary, unless the individual or entity that created the information is not available to amend the information.

ACCOUNTING of DISCLOSURES

You have the right to request an accounting of disclosures. An accounting of disclosures is a list of certain disclosures Taylor Brown apothecary has made of your medical information. In order to obtain an accounting of disclosures, you must submit your request in writing to our Licensing Administrator at 901-527-2415 or 568 Poplar Avenue, Memphis, TN 38105. All requests for an accounting of disclosures must state a time period that may not be longer than six years and may not include dates before October 1, 2004. The first list you request within a twelve month period is free of charge, but Taylor Brown Apothecary may charge you for additional list within the same 12-month period. Taylor Brown Apothecary will notify you of the costs involved with additional request, and you may withdraw your request before you incur any costs.

RIGHT to a PAPER COPY of THIS NOTICE

You are entitled to receive a paper copy of our notice of privacy practices. You may ask us to give you a copy of this notice, contact our Licensing Administrator at 901-527-2415 or 568 Poplar Avenue, Memphis, TN 38105.

RIGHT to FILE A COMPLAINT

If you believe your privacy rights have been violated, you may file a complaint with Taylor Brown Apothecary or with the Secretary of the Department of Health and Human Services. To file a complaint with Taylor Brown Apothecary, contact our Vice President of Pharmacy at 901-527-2411 or 568 Poplar Avenue, Memphis, TN 38105. All complaints must be submitted in writing. You will not be penalized for filing a complaint.

RIGHT to PROVIDE an AUTHORIZATION for OTHER USES and DISCLOSURES

Taylor Brown Apothecary will obtain your written authorization for uses and disclosures that are not identified by this notice or not permitted by applicable law. Any authorization you provide to us regarding the use and disclosure of your medical information may be revoked at any time in writing. After you revoke your authorization, we will no longer use or disclose your medical information for the reasons described in the authorization. Of course, we are unable to take back any disclosures that we have already made with your permission. Please note that we are required to retain records of your care.

STATE PRIVACY LAW

If the State you live in has statutes or regulations governing the privacy of a customer's personal information used or disclosed by Taylor Brown Apothecary that are more stringent than the Federal Health Insurance Portability Act (HIPPA) privacy rules, state law will prevail and Taylor Brown Apothecary policies and procedures will reflect the stricter State regulations.