

# PRIVACY POLICIES & DISCLOSURE



Neighborhood Health Plan of Rhode Island (“Neighborhood”) protects the confidentiality, privacy and security of corporate and member information that it creates, receives, sends, and maintains. Neighborhood uses and/or discloses member information for the purpose of treatment, payment and operations, and obtains appropriate authorization as required for other uses and/or disclosures as permitted by the law. Neighborhood provides reasonable safeguards for the protection of corporation and member information to comply with federal and state laws, rules, regulations and contract requirements.

## **Health Insurance Portability and Accountability Act of 1996 (“HIPAA”)**

HIPAA requires all covered entities (health plans, healthcare clearinghouses, and healthcare providers who conduct certain healthcare transactions electronically) protect and guard against the misuse of individually identifiable health information.

In addition to the privacy protections imposed by the HIPAA Privacy Rule, HIPAA grants a right of access to an individual’s protected health information (“PHI”), the right to request amendments to PHI, and the right to request an accounting of any disclosure that a covered entity has made of PHI.

Individuals may learn more about their rights under HIPAA in a covered entity’s Notice of Privacy Practices.

[Neighborhood’s Notice of Privacy Practices may be accessed by clicking here.](#)

## **Accountability**

Neighborhood Health Plan of Rhode Island:

- Takes reasonable precautions to protect personal information from loss, misuse, unauthorized access, disclosure, alteration or destruction;
- Implements reasonable policies and procedures to ensure that personal information is kept only for the purposes for which it has been gathered;
- Uses reasonable measures to ensure that we have accurately and completely recorded the personal information you have provided; and
- Provides you reasonable access to your personal information as well as procedures for correcting or modifying that information where appropriate.

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Only those Neighborhood employees that have a legitimate business purpose for accessing and handling personal information obtained by Neighborhood are given authorization to do so. The unauthorized access or use of such information by a Neighborhood employee is prohibited and constitutes grounds for disciplinary action.

Our trusted vendors and business partners are responsible for processing or handling some of the information that we receive. These vendors and business partners are not authorized to use such information for purposes beyond those specified by use and are required to preserve the confidentiality with which we treat such information.

If you feel that Neighborhood, or any of our agents, representatives or employees, is violating this Privacy Rule, please contact our Compliance and Privacy Officer directly via e-mail at [privacyoffice@nhpri.org](mailto:privacyoffice@nhpri.org), by telephone at 800-459-6019 or by mail at:

Neighborhood Health Plan of Rhode Island  
Attention: Compliance & Privacy Officer  
910 Douglas Pike  
Smithfield, RI 02917