NOTICE OF PRIVACY PRACTICES

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)

Effective Date: [09/01/2026] **Entity:** [Nextwave Therapy]

IMPORTANT NOTICE

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

OUR LEGAL DUTY

We are required by applicable federal and state law to maintain the privacy of your protected health information (PHI). We are also required to give you this Notice about our privacy practices, our legal duties, and your rights concerning your PHI. We must follow the privacy practices described in this Notice while it is in effect.

We reserve the right to change our privacy practices and the terms of this Notice at any time, provided such changes are permitted by applicable law. We will promptly post any revised Notice in our office and on our website.

HOW WE MAY USE AND DISCLOSE YOUR HEALTH INFORMATION

The following categories describe different ways that we use and disclose health information. Not every use or disclosure in a category will be listed, but all permissible uses fall within one of these areas:

1. Treatment

We may use or disclose your PHI to a physician, nurse, or other healthcare provider providing treatment to you to coordinate or manage your healthcare services.

2. Payment

We may use and disclose your PHI to bill and collect payment from you, an insurance company, or a third party for the treatment and services you receive.

3. Healthcare Operations

We may use and disclose your PHI in connection with operational activities such as quality assessment, licensing, auditing, and employee reviews.

4. Business Associates

We may disclose PHI to third-party vendors (e.g., billing companies) who perform services on our behalf under written privacy agreements.

Other Permissible Uses and Disclosures Without Authorization

- **Required by Law:** When mandated by federal, state, or local legislation.
- **Public Health Activities:** Reporting disease outbreaks, child abuse, or adverse medication reactions.
- **Health Oversight Activities:** Audits, investigations, and inspections by oversight agencies.
- **Judicial and Administrative Proceedings:** In response to a court order, subpoena, or discovery request.

YOUR HEALTH INFORMATION RIGHTS

You have specific statutory rights regarding the personal and health information we maintain about you:

Right to Inspect & Copy

You have the right to inspect and obtain a copy of your health records, with limited exceptions. Requests must be submitted in writing.

Right to Request Amendments

If you feel your health information is incorrect or incomplete, you may request an amendment in writing with supporting reasons.

Right to an Accounting

You have the right to request a list of disclosures we have made of your PHI for purposes other than treatment, payment, or operations.

Right to Restrictions

You may request limits on how we use or disclose your PHI. While we will consider your request, we are not always legally bound to agree.

Confidential Communications & Paper Copies

- **Confidential Communications:** You may request that we communicate with you about your medical matters in a specific way or at a specific location (e.g., via mail to a P.O. Box).
- **Right to a Paper Copy:** You are entitled to receive a physical paper copy of this Notice of Privacy Practices at any time, even if you agreed to receive it electronically on our website.
- **Breach Notification:** You have the right to be notified following any security breach involving your unsecured protected health information.

COMPLAINTS AND CONTACT INFORMATION

If you believe your privacy rights have been violated, or if you disagree with a decision we made about access to your health records, you may file a complaint directly with us or with the Secretary of the U.S. Department of Health and Human Services. **We will not retaliate against you for filing a complaint.**

Privacy Officer Contact Information

For questions, requests, or privacy concerns, please contact our designated Privacy Official:

Privacy Officer Name: Heather Monaco/Office Manager
Organization: Nextwave Therapy
Address: 1205 N Dixie Freeway New Smyrna Beach 32168

Phone: [407-710-0458]
Email: [heather@theexecutivesuiteadmin.com]