

Belle Aimée Med Spa-Laser and Cosmetic Center

Notice of Information Privacy Policy and Practices

How we protect information:

Except as explained below, we restrict access to your Nonpublic Personal Information (NPI) to our employees who need the information to provide our products and services to you. We maintain physical, electronic and procedural safeguards to protect NPI against unauthorized access and use. If we share your NPI with affiliated or nonaffiliated entities as provided in this notice, we take steps to ensure the protection of your NPI against unauthorized access and use. These safeguards that protect against unauthorized access and use apply regardless of whether you are a current or former patient. We only disclose Nonpublic Personal Health Information (NPHI) and Nonpublic Personal Financial Information (NPMFI) we collect and maintain about our patients and former patients as set forth below.

Information we collect:

We collect NPI about you and your dependents in order to provide you with the services you have requested.

Examples of the sources we use to collect NPI include:

- Information we receive from you on applications or other forms
- Information about your transactions with us, our affiliates or others
- Information we receive from a consumer reporting agency

1. Nonpublic Personal Health Information (NPHI)

- NPHI includes information about your health and medical history

- We do not disclose NPHI unless:

- a. The disclosure is permitted by New Hampshire law to perform insurance functions. Some examples of these functions include: claims payment, fraud investigation, underwriting, case management, disease management, and quality improvement, or
- b. We have your written authorization

2. Nonpublic Personal Financial Information (NPMFI)

- NPMFI which we may disclose about our patients and former patients include: information such as name, address, Social Security Number, date of birth, dependent information, employment information, and income; information we receive from consumer reporting agencies such as credit history and creditworthiness; and information relating to transactions, such as balances, payment history and parties to the transaction.

If we contract with a nonaffiliated third party to perform functions or services on our behalf, the contract will limit the scope and use of your NPMFI and provide safeguards against additional use by the nonaffiliated third party.

Opt-out Notice:

We would be required to offer you the right to let us know (opt-out) that you do not want your NPMFI shared with nonaffiliated third parties if we used your NPMFI in a manner that was not permitted by New Hampshire law to perform insurance functions. Because we only share your NPMFI as permitted by law for activities that are part of our normal insurance functions, we are not required to offer an opt-out right at this time. If in the future we decide to change our business practices, we would then provide you with an opportunity to opt-out of the disclosure. We may only use your NPHI as permitted by New Hampshire law for normal business insurance practices or as specifically authorized by you.

We reserve the right to modify or supplement this Notice of Information Privacy Policy and Procedure at any time. If we make material changes, we will provide current patients with a revised notice.

I hereby acknowledge that I have received and am aware of Belle Aimée's Notice of Information Privacy and Practices.

(Printed Name)

(Signature)

(Date of Birth)

(Today's Date)

Witness: _____