

HealthInfoNet helps your providers provide you better, easier, safer care. HealthInfoNet is a secure computer system that combines your key medical information from separate providers to create a single electronic health record. This includes information like your medicines, allergies, test results, and health problems. Having access to this information can help your providers participating in the system more easily work together, make better decisions about your care, and reduce mistakes, especially in an emergency. Not all of your medical information is included in the system, contact HealthInfoNet at 866-592-4352 to learn more.

HealthInfoNet takes every precaution to keep your records private and secure. Information is encrypted and sent over private and secure computer connections. Information that identifies you will not be sold, and your name will not be added to any mailing list. Only those involved in your care see your information in the system, and it keeps track of who has looked at your record, when, and what they looked at. You can request a report of this information by filling out the form at www.hinfonyet.org/audit or by contacting us at 866-592-4352. Of course, no electronic system is completely secure and there is some risk of unauthorized access or misuse of information.

You can choose not to participate in HealthInfoNet. Participation is voluntary. If you feel the risks outweigh the benefits, you may choose not to participate ("opt-out"). Your choice to opt-out will not affect your ability to access medical care. If you opt-out, we remove your health information and keep only your demographic information, such as your name and birth date, to make sure no health information is added. If you opt-out, your health information will not be included unless you later take action to participate again ("opt-in"). Your record will only include information from medical visits that happen after you opt-in. To opt-in, call HealthInfoNet at 866-592-4352, or fill out a form online at www.hinfonyet.org/optin.

This notice is provided as required by Maine State law.

If you want your providers to share your medical information using HealthInfoNet, or if you have already opted out, no action is needed and you can discard this form.

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I Choose Not to Participate ("Opt-Out")

If you choose to opt-out, fill out this form and mail to: 125 Presumpscot Street, Box 8, Portland, ME, 04103, complete the same form securely online at www.hinfonyet.org/optout, or call HealthInfoNet to opt-out by phone. You may contact HealthInfoNet at 866-592-4352, 207-541-9250, or info@hinfonyet.org. HealthInfoNet's fax number is 207-541-9258.

First Name _____ Middle Name _____ Last Name _____

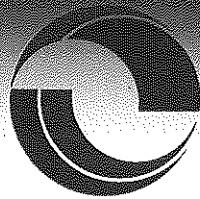
Address _____ City _____ State _____ Zip Code _____

Date of Birth _____ Sex _____ Social Security Number* _____
(Month/Day/Year) (male/female) **This is optional. However, if provided it can be used to make sure we remove the correct record. It will not be shared.*

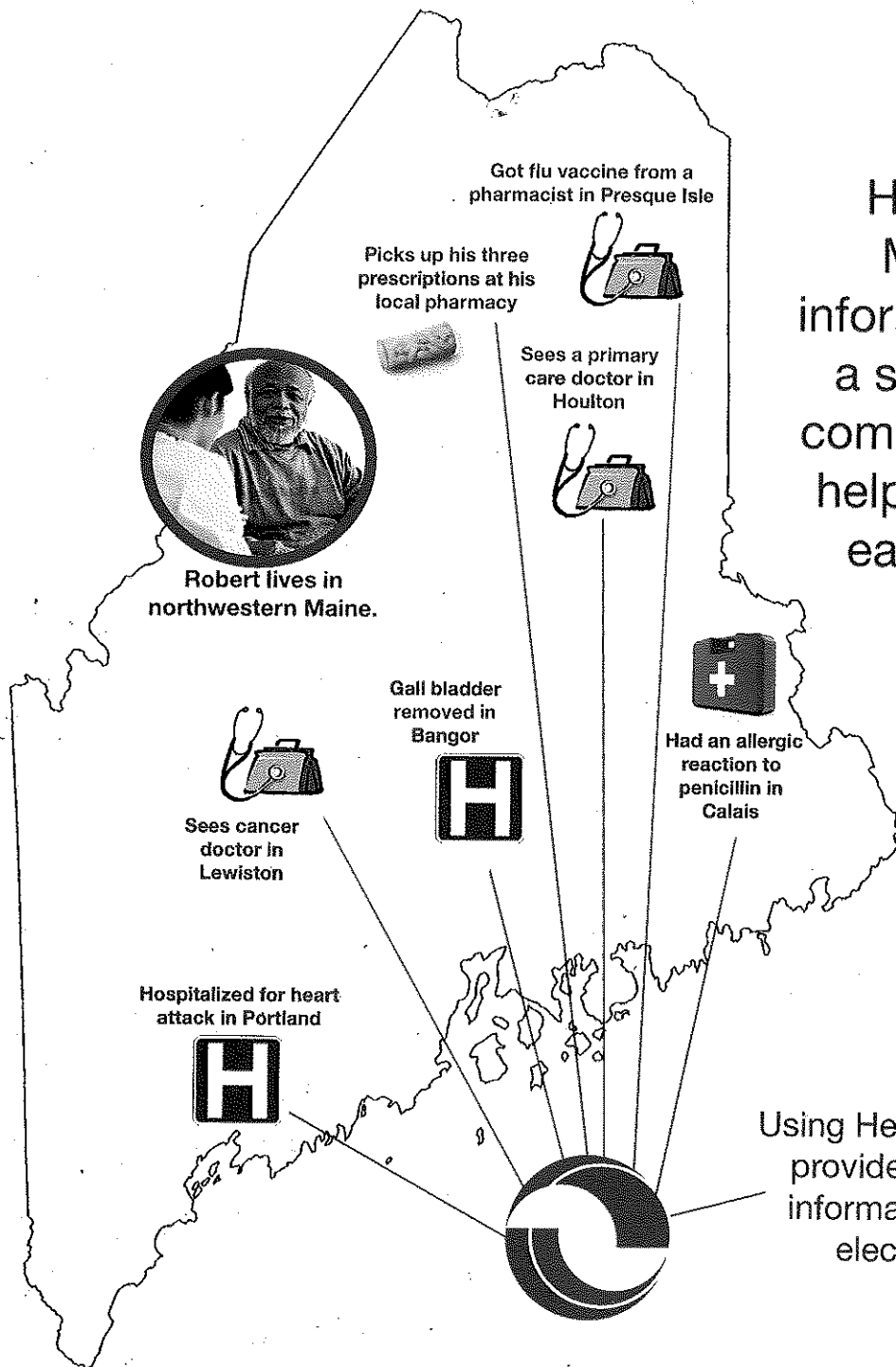
Daytime Telephone _____ Email _____

By signing, I understand my health information will be removed and unavailable to providers using the system, even in an emergency.

Signature of Patient or Guardian _____ Date (Month/Day/Year) _____



HealthInfoNet



HealthInfoNet is
Maine's health
information exchange,
a secure statewide
computer system that
helps you get better,
easier, safer care.

Using HealthInfoNet Robert's
providers can find all this
information in one secure
electronic location.

Better. Easier. Safer.

About HealthInfoNet

HealthInfoNet helps you get better, easier, safer care.

- HealthInfoNet is a secure computer system for doctors, hospitals and other medical providers to share information that can improve your care. HealthInfoNet combines your key medical information from separate health care sites to create a single electronic patient health record. Currently this record includes only information from your Maine-based providers. Always be sure to tell your provider if you've had medical care out of the state. Providers already share patient health records through fax, email, and mail when needed for your care. HealthInfoNet makes it easier, faster, and more secure.
- HealthInfoNet allows your providers to quickly access the information they need to make more informed decisions about your care, especially in an emergency. Without using HealthInfoNet, providers have only the information you've shared with them or they've entered into your medical record. But with HealthInfoNet, they see a more complete record, including prescriptions, test results and other information entered by all your participating providers.
- HealthInfoNet protects public health. HealthInfoNet helps prevent the spread of disease by quickly reporting certain illnesses and conditions (like Lyme disease or food poisoning), to public health experts at the Maine Centers for Disease Control and Prevention (Maine CDC). By law, the Maine CDC must keep this information private.



HealthInfoNet is a Maine-based, independent, nonprofit organization.

- **Maine-based:** The Board of Directors includes individuals who are active and prominent in the medical community in Maine and represent a variety of health care organizations and interests.
- **Independent:** HealthInfoNet is independent and is not owned by insurance companies, health care organizations, employers or government.
- **Nonprofit:** HealthInfoNet is a private nonprofit organization. It is funded by many sources including charitable foundations, Maine health care providers, and state and federal government.

HealthInfoNet can help providers work together, make better decisions, and reduce mistakes.

HealthInfoNet provides a number of benefits for you.

- Better coordination between providers
- More accurate and complete records
- Fewer medical errors
- Healthier patients
- Improved patient safety
- Fewer repeat tests and procedures
- Less paperwork for you and your providers
- No need to remember all your medical history and tell your story over and over
- Reduced health care costs



Ann Sullivan
Kennebunkport

"I see a lot of doctors who work in many different locations. HealthInfoNet will make it easier for my doctors to get all my medical information. I think it will reduce the cost of health care by avoiding repeat tests and medical mistakes. It also helps those treating me make a better whole person diagnosis."

Information Included in HealthInfoNet

HealthInfoNet includes important information about your health.

You don't have to do anything for information from providers like your primary care physician or community hospital to be included. Your record will include:

- Conditions, diagnoses, prescriptions, allergies, lab and test results, visit notes and documents like hospital discharge summaries and image reports.
- Your name, birth date, address, sex, phone number and social security number (if you give it to your provider). This information is used to make sure your information is entered into the correct record.

Unless you are in a medical emergency, you will need to give permission "consent" for the following information to be available in your record. Your consent choices are explained on the next page.

- Information created by a licensed mental health facility or a licensed mental health provider like your counselor, psychiatrist or psychiatric hospitals.
- HIV/AIDS diagnoses and results of HIV/AIDS lab tests.

Under Maine State law, this information is **only** available in HealthInfoNet if you consent, or if your provider believes it is needed to prevent a serious threat to your health. Information that may indicate a mental health or HIV diagnosis may be included such as visit notes from your primary care providers and medications you're on.

Privacy and Security

While there are risks with any electronic system, HealthInfoNet takes every precaution to keep your records private and secure.

- HealthInfoNet follows the highest information security standards available.
- Information is always encrypted and sent over private and secure computer connections.
- Before someone can view your record, they have to confirm they are involved in your health care and have a need to see your information. This is recorded in the system.
- Only authorized users with correct identification and passwords can access your record.
- Information that identifies you won't be sold, and your name won't be added to any mailing list.
- The system keeps track of everyone who views your record, including what parts they look at and when they look at it. You can request a report of this information by filling out the form at www.hinfo.net.org/audit or by calling 866-592-4352.
- Of course, no electronic system is completely secure and there is some risk of unauthorized access or misuse of information, even by authorized users.



"I've worked with computer systems in Maine for many years and can say that HealthInfoNet uses layers of protection to keep records private and secure."

- Ralph Johnson, CIO
Franklin Memorial Hospital

Your Choices

You have several choices for sharing your information

Your Choices	Action you need to take	General Medical information	Mental health & HIV information
Share your medical information only	Do nothing	Available to all participating providers	Available only in medical emergencies
Share your mental health information, HIV information, or both	Fill out a consent form available from your participating provider or HealthInfoNet and consent to share mental health, HIV or both	Available to all participating providers	The type of information you choose will be available to all participating providers
Share your mental health information, HIV information, or both, with an individual provider	During your visit, tell your participating provider they have your consent to access your mental health, HIV/AIDS information or both	Available to all participating providers	Available to that individual provider during that visit. You will need to give permission next time you want them to have access
Remove all your medical information from HealthInfoNet	Fill out an opt-out form available from HealthInfoNet, your provider, or online at www.hinfonet.org/optout	All information is deleted from your record and will not be available to your participating providers, even in an emergency	All information is deleted from your record and will not be available to your participating providers, even in an emergency

Frequently Asked Questions

- **Is participation required or mandated?** No. Participation is voluntary for patients and their providers. Your choice to opt-out will not affect your ability to receive medical care.
- **If I opt-out, how do I know my information was deleted and that I won't be included again?** HealthInfoNet sends you a confirmation email or letter when you opt-out. HealthInfoNet keeps your demographic information, such as your name and birth date, to make sure none of your health information is included in the future.
- **Can I change my mind about sharing my information?** Yes. If you opt-out, you can later participate again ("opt-in"). Contact HealthInfoNet or go online to www.hinfonet.org/optin. Your record will only include information from medical visits that happen after you opt-in. You will then need to separately choose to include mental health and HIV information as explained above. You can also reverse your consent to include your mental health and/or HIV information. This can be done on the same form you filled out to consent to sharing this information.
- **What happens if there is inappropriate access or use ("breach") of my HealthInfoNet record?** HealthInfoNet must follow all state and federal health record privacy laws, including HIPAA. These laws require HealthInfoNet and/or your provider to inform you if there is a breach of your personal health information. If you feel your HealthInfoNet record has been inappropriately accessed, please contact us.

For more FAQ's visit www.hinfonet.org or contact us at info@hinfonet.org or 866-892-4356