

RISING CHILD CENTER, INC.

NOTICE OF PRIVACY PRACTICES

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.

Effective Date: September 15, 2026

This Notice applies to Rising Child Center, Inc. ("Rising Child Center," "we," "our," or "us") and describes how we may use and disclose protected health information (PHI), including behavioral health information, and your rights regarding that information.

Your Rights

Get a copy of your health and claims records

You may ask to inspect or receive an electronic or paper copy of your medical record and other health information we maintain about you. We will provide a copy or summary, usually within 30 days, as required by law. We may charge a reasonable, cost-based fee where permitted.

Ask us to correct your health information

You may ask us to correct information you believe is incorrect or incomplete. We may deny the request in certain circumstances, but we will explain the reason in writing.

Request confidential communications

You may ask us to contact you in a specific way, such as at a particular phone number or address. We will accommodate reasonable requests as required by law.

Ask us to limit what we use or share

You may ask us not to use or disclose certain information for treatment, payment, or health care operations. We are generally not required to agree, except in circumstances required by law. If you pay in full out of pocket for a service, you may ask us not to disclose information about that service to your health plan for payment or health care operations, and we will honor the request unless disclosure is required by law.

Get a list of certain disclosures

You may ask for an accounting of certain disclosures of your health information made during the six years before your request. The accounting does not include every type of disclosure.

Get a copy of this Notice

You may ask for a paper or electronic copy of this Notice at any time, even if you agreed to receive it electronically.

Choose someone to act for you

If you have given someone medical power of attorney, or if someone is your legal guardian or otherwise authorized by law, that person may exercise your rights and make choices about your health information, subject to applicable law.

File a complaint

You may complain if you believe your privacy rights have been violated. You may contact our Privacy Officer using the information at the end of this Notice or file a complaint with the U.S. Department of Health and Human Services, Office for Civil Rights. We will not retaliate against you for filing a complaint.

Your Choices

For certain health information, you may tell us your choices about what we share. Where applicable, you may tell us whether we may share information with family members, close friends, or others involved in your care or payment for your care. In an

emergency, or if you are unable to tell us your preference, we may share information when permitted by law and when we believe it is in your best interest.

We will obtain your written authorization before using or disclosing your PHI for purposes that require authorization under HIPAA, including most uses of psychotherapy notes, most uses for marketing, and the sale of PHI. You may revoke an authorization in writing at any time, except to the extent we have already acted in reliance on it.

How We May Use and Disclose Your Health Information

Treatment

We may use and share your health information to provide, coordinate, or manage your care and to communicate with other professionals involved in your treatment. For example, a clinician may share relevant information with another treating provider.

Payment

We may use and share your health information to bill and obtain payment from Medicaid, a health plan, or another payer. For example, we may provide information needed to establish eligibility, obtain authorization, or submit a claim.

Health care operations

We may use and share your information to operate our programs, improve quality, train and supervise staff, conduct compliance activities, and manage our services. For example, we may review records to evaluate the quality of care.

Business associates

We may share PHI with vendors and contractors that perform services for us when permitted by law and when appropriate privacy and security protections are in place.

Public health and safety

We may disclose information for certain public health activities and to prevent or lessen a serious and imminent threat to health or safety when permitted by law.

Abuse, neglect, and other reporting

We may disclose information when required or permitted by law for reporting suspected abuse, neglect, maltreatment, or other matters to appropriate authorities.

Health oversight

We may disclose information to government agencies for audits, inspections, investigations, licensing, credentialing, and other lawful oversight activities.

Legal and administrative proceedings

We may disclose information in response to a valid court or administrative order, subpoena, discovery request, or other lawful process, but only as permitted by HIPAA and other applicable federal and New York law.

Law enforcement and other legal requirements

We may disclose information to law enforcement or other government authorities when specifically permitted or required by law.

Workers' compensation and similar programs

We may disclose information as authorized by and to the extent necessary to comply with workers' compensation or similar programs.

Specially Protected Information

Some categories of information may receive additional protection under federal or New York law, including certain mental health, substance use disorder, HIV-related, genetic, and other sensitive information. When a law provides greater privacy protection than HIPAA, we will follow the more protective law.

Substance use disorder records. Certain records relating to substance use disorder treatment may be protected by 42 CFR Part 2. When Part 2 applies, those records will be used and disclosed only as permitted by applicable law. A consent for use or disclosure of Part 2 records for treatment, payment, and health care operations may permit further use and disclosure as allowed by HIPAA, but Part 2 records generally may not be used or disclosed in civil, criminal, administrative, or legislative proceedings against the patient without the patient's written consent or a court order meeting applicable Part 2 requirements.

If Rising Child Center operates or becomes subject to a federally assisted substance use disorder program covered by Part 2, additional Part 2 notice and consent requirements will be followed as applicable.

Our Responsibilities

We are required by law to maintain the privacy and security of your PHI. We will notify you as required by law if a breach occurs that may have compromised the privacy or security of your information. We must follow the duties and privacy practices described in the Notice currently in effect.

We will not use or disclose your information other than as described in this Notice unless you authorize us in writing or another use or disclosure is permitted or required by law. If you authorize a use or disclosure, you may revoke that authorization in writing as permitted by law.

Changes to This Notice

We may change the terms of this Notice, and the changes may apply to all PHI we maintain, including information created or received before the change. If we make a material change, the revised Notice will be available upon request, at our service location, and on our website.

Questions or Complaints

Privacy Officer / Compliance Officer

Rising Child Center, Inc.

747 Chestnut Ridge Road, Suite 308
Spring Valley, NY 10977

Phone: 845-459-2231

Email: compliance@risingchildcenter.org

You may also file a complaint with the U.S. Department of Health and Human Services, Office for Civil Rights. Information about filing a HIPAA complaint is available from HHS at www.hhs.gov/hipaa/filing-a-complaint. We will not retaliate against you for filing a complaint.

Notice: This document is intended to serve as Rising Child Center, Inc.'s HIPAA Notice of Privacy Practices. Because state-law and program-specific confidentiality requirements can depend on the exact services provided, Rising Child Center should have its compliance or legal counsel review the Notice before final adoption and whenever its services or privacy practices materially change.