

## MyPatientSite.com Privacy Policy

*Effective: October 2016*

Our policy regarding the collection and use of your information via the MyPatientSite website ("Website") is set forth below. The Website is owned and managed by EZBIS, Inc. ("EZBIS"), and EZBIS is committed to disclosing its privacy and data security policies.

### Agreement to Privacy Policy

YOUR ACCESS AND USE OF THIS WEBSITE IS SUBJECT TO YOUR AGREEMENT WITH THE BELOW POLICY, ALONG WITH THE MYPATIENTSITE, AS APPLICABLE. BY USING THIS WEBSITE, YOU EXPRESSLY AGREE TO THE TERMS OF THIS PRIVACY POLICY AND CONSENT TO THE COLLECTION AND USE OF INFORMATION AS DISCUSSED IN THIS PRIVACY POLICY.

IF YOU DO NOT AGREE WITH THE BELOW POLICY, PLEASE DO NOT USE OR ACCESS THIS WEBSITE FOR ANY PURPOSE. PLEASE PRINT A COPY OF THIS PRIVACY POLICY FOR YOUR RECORDS.

### Modifications to Privacy Policy

EZBIS may revise this policy regarding the collection of information at any time. All changes to the privacy policy will be posted on this page.

### Applicability of this Privacy Policy

This Privacy Policy applies solely to the Website and provides you information on the specific information that EZBIS may collect from you via the Website and how EZBIS may use it in connection with this Website, whether you are using the Website as a patient or a health care provider.

If you are a patient or authorized representative, your health care provider's use and disclosure of your identifiable health information is subject to your health care provider's Notice of Privacy Practices. We cannot control any health care provider's use of a patient's identifiable health information. If you are a patient or authorized representative of a patient, please contact your health care provider for a copy of their Notice of Privacy Practices. EZBIS provides this Website on behalf of your health care provider and therefore protects identifiable health information as required by the applicable agreement between EZBIS and your health care provider and in accordance with applicable law. If you have any issues with the identifiable health information managed by your health care provider's practice, please contact them directly, as we have no ability to change the information you have provided them.

## Disclosure of Information Practices

Whether you are a patient or a health care provider, if we collect information from or about you via the Website, we will tell you what information we are collecting. The amount and type of information that we receive depends on how you use this Website and the information you choose to submit to us via the Website.

As a user of the Website and if available, you may also choose to use the secure messaging feature of the Website which will allow the exchange of communications between patients and the clinicians who treat them and which may contain identifiable health information. Communications sent via this feature are recorded and maintained by EZBIS. Website users have the ability to view the trail of messages received and sent via their Website account. EZBIS does not edit the content of the communications between patients and health care providers.

### Identifiable Health Information

If you are a patient or the authorized representative of a patient, you must provide certain identifiable health information in order to complete your registration Website to access the health records maintained by your health care provider.

If you are a patient (or the authorized representative of a patient), we will collect identifiable health information from you with your knowledge during the registration process and in the event you request information or services. We may collect any identifiable health information that you provide to us, such as your name, e-mail address, birth date and answers to security questions

When you register the Website, the registration process requires you to choose a user name and password for your account, which you should keep and maintain as confidential. If you choose to share your user name and password you understand that those individuals to whom you share that information will have access to your identifiable health information and will be able to add to your identifiable health information as though they were you. You will be responsible for all activities by users resulting from sharing or not maintaining the confidentiality of your user name or password.

If you are a registered patient user of the Website, your identifiable health information (or that of the patient for whom you are the authorized representative) currently stored electronically in your health care provider records will become accessible to EZBIS in order to provide you access to such information through the Website.

### Non-Identifiable Health Information

Either EZBIS or our third web statistics vendor on behalf of EZBIS may also collect non-identifiable information, which is automatically collected as you browse or otherwise access this Website. We may collect such information through the use of "cookie" technology, as explained below.

We use "cookies" on this site. A cookie is a piece of data stored on a site visitor's hard drive to help us improve your access to our site and identify repeat visitors to our site. For instance, when we use a cookie to identify you, you would not have to log in a password more than once, thereby saving time while on our site. Cookies can also enable us to track and target the interests of our users to enhance the experience on our site. Usage of a cookie is in no way linked to any personally identifiable information on our site.

## How Will Your Information Be Used And Disclosed?

We will not sell, share or rent the information that is collected via the Website to others in ways that differ from what is disclosed in this Privacy Policy.

### Identifiable Health Information

If you are a patient or the authorized representative of a patient, any identifiable health information that you share via the Website will be made accessible to your health care provider and will become a part of the records maintained by your health care provider, which records are subject to your health care provider's Notice of Privacy Practices. EZBIS has no control over or responsibility for your health care provider's use or disclosure of information that you may provide via the Website.

### Non-Identifiable Health Information

The non-identifiable, aggregated health information we collect may be used to create summary statistics that help us analyze website usage trends, assess what information is of most and least importance, determine technical design specifications, arrange the Website in the most user-friendly way, and identify system performance or problem areas.

### Payments

When you make payments through the Website, you may need to provide financial account information, such as your credit card number, to our third-party service providers.

### Other Use and Ownership

EZBIS is the sole owner of the information collected on this site. We only have access to/collect information that you voluntarily give us. We will not sell or rent this information to anyone. We will not share your information with any third party outside of our organization, other than with your health care provider(s) or as necessary to fulfill your request, e.g. to process online payments.

## Security

We take precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline.

Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted in a secure way. You can verify this by looking for a closed lock icon at the bottom of your web browser, or looking for "https" at the beginning of the address of the web page.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (for example, technical support) are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

## Access

We will maintain your information and allow you to request updates at any time by logging into your Website account to access your information. We will also take steps to make sure that any updates that you provide are processed in a timely and complete manner.

## Third Party Websites

If you use the Website to link to another web site, which is not controlled or maintained by EZBIS, you may decide to disclose personal information at that web site. This Privacy Policy does not apply when you navigate from the Website to third party sites.

## Important Note Regarding Children

This Website is not directed toward children under 18 years of age and EZBIS does not knowingly collect or use information from children under 18 through this Website. Any information submitted via the Website regarding a minor under the age of 18 must be submitted by the minor's authorized representative. To the extent permitted by applicable state law, minors may access their identifiable health information through their health care provider.

## What if I have questions or concerns regarding this Privacy Policy?

If you have any questions about this Privacy Policy or the use of your information by EZBIS please contact us at:

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125 Rue Beauregard  
Lafayette, LA 70508  
Tel: (800) 445-7816  
Email: [privacy@ezbis.com](mailto:privacy@ezbis.com)