

Updated HIPAA 9/17/26

Read Only*

NOTICE OF PRIVACY PRACTICES

CD Nutrition LLC

Effective Date: September 17, 2026

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

If you have questions about this notice or our privacy practices, please contact:

CD Nutrition LLC

Courtney Diener, Registered Dietitian

Email: courtney@cdnutritionllc.com (<mailto:courtney@cdnutritionllc.com>)

Phone: **302-307-6746**

OUR PLEDGE REGARDING YOUR PROTECTED HEALTH INFORMATION

CD Nutrition LLC understands that information about your health and the care you receive is personal. We are committed to protecting the privacy and security of your protected health information (PHI).

This Notice of Privacy Practices explains how CD Nutrition LLC may use and disclose your PHI, your rights regarding your PHI, and certain obligations we have regarding the use and disclosure of your PHI.

We are required by law to:

- Maintain the privacy and security of your PHI.
- Provide you with this notice describing our legal duties and privacy practices regarding your PHI.
- Follow the terms of the notice currently in effect.
- Notify you promptly if a breach occurs that may have compromised the privacy or security of your PHI.
- Provide you with a copy of this notice upon request.

HOW WE MAY USE AND DISCLOSE YOUR PROTECTED HEALTH INFORMATION

The following describes the primary ways CD Nutrition LLC may use or disclose your PHI without your written authorization.

For Treatment

We may use and disclose your PHI to provide, coordinate, or manage your nutrition care and related health care services.

For example, we may share relevant health information with another health care professional involved in your care when doing so is permitted by law and is necessary for treatment or coordination of care.

We may also use your PHI to communicate with you about your appointments, treatment recommendations, nutrition care, or other health-related services.

For Payment

We may use and disclose your PHI to bill for services and obtain payment from you, your health insurance plan, or another third party.

For example, when you use health insurance to pay for services, we may provide your health plan with information necessary to submit claims, verify benefits, obtain authorization when required, determine coverage, or receive payment for services provided.

For Health Care Operations

We may use and disclose your PHI for health care operations necessary to operate CD Nutrition LLC and provide quality services.

These activities may include quality assessment and improvement, care coordination, business planning, billing activities, customer service, compliance activities, and reviewing or evaluating the effectiveness of our services.

Business Associates

We may disclose PHI to business associates who perform services on our behalf, such as billing, electronic health record or practice-management services, technology services, or other administrative functions.

We require our business associates to appropriately safeguard your PHI and to use or disclose it only as permitted by applicable law and their agreement with CD Nutrition LLC.

As Required by Law

We may use or disclose your PHI when required to do so by federal, state, or local law.

Public Health Activities

We may disclose PHI for public health activities when permitted or required by law, including activities related to preventing or controlling disease, injury, or disability.

Health Oversight Activities

We may disclose PHI to a health oversight agency for activities authorized by law, including audits, investigations, inspections, licensure activities, and other oversight of the health care system.

Judicial and Administrative Proceedings

We may disclose PHI in response to a court or administrative order and, when permitted by law, in response to a subpoena, discovery request, or other lawful process.

Law Enforcement

We may disclose PHI to law enforcement when required or permitted by applicable law, including in response to a court order, warrant, subpoena, or other lawful process.

To Avert a Serious Threat to Health or Safety

We may use or disclose PHI when necessary to prevent or lessen a serious and imminent threat to the health or safety of you, another person, or the public, when permitted by law.

Abuse, Neglect, or Domestic Violence

We may disclose PHI to a government authority when required or permitted by law if we reasonably believe that you are a victim of abuse, neglect, or domestic violence.

Workers' Compensation

We may disclose PHI as necessary to comply with laws relating to workers' compensation or similar programs.

Research

We may use or disclose PHI for research purposes when permitted by applicable law and when the required privacy protections are in place.

Organ and Tissue Donation

If applicable, we may disclose PHI to organizations involved in organ, eye, or tissue donation and transplantation as permitted by law.

Coroners and Medical Examiners

We may disclose PHI to a coroner or medical examiner as permitted by law, including for purposes of identifying a deceased person or determining a cause of death.

Special Government Functions

We may disclose PHI for certain specialized government functions, including military and veterans activities, national security and intelligence activities, and protective services for the President and other persons, when permitted or required by law.

Correctional Institutions and Other Custodial Situations

If you are an inmate of a correctional institution or under the custody of a law enforcement official, we may disclose PHI when permitted or required by law for your health and safety or the health and safety of others.

Food and Drug Administration

We may disclose PHI to the Food and Drug Administration or persons subject to FDA jurisdiction when permitted or required by law for purposes such as reporting adverse events, product defects, recalls, or other FDA-regulated activities.

Substance Use Disorder Records

To the extent that CD Nutrition LLC maintains substance use disorder patient records that are subject to federal confidentiality protections under **42 CFR Part 2**, we will comply with the applicable Part 2 requirements regarding the use and disclosure of those records.

YOUR CHOICES REGARDING CERTAIN USES AND DISCLOSURES

For certain circumstances, you may have the right to object to or request limitations on how we share your PHI.

Persons Involved in Your Care or Payment

Unless you object, we may disclose PHI that is directly relevant to another person's involvement in your care or payment for your care when permitted by law.

For example, we may disclose appropriate information to a family member, friend, or other person you identify as being involved in your care or payment for your care.

We may also disclose limited information to notify or assist in notifying a person responsible for your care about your location, general condition, or death when permitted by law.

Disaster Relief

We may disclose PHI to a public or private entity assisting with disaster-relief efforts as permitted by law.

You may object to certain disclosures involving persons involved in your care or disaster-relief efforts by contacting us using the information listed at the beginning of this notice.

Fundraising

We do not currently use your PHI for fundraising purposes.

USES AND DISCLOSURES REQUIRING YOUR WRITTEN AUTHORIZATION

Most uses and disclosures of your PHI other than those described in this notice, or otherwise permitted or required by law, will be made only with your written authorization.

For example, we generally will obtain your written authorization before using or disclosing your PHI for marketing purposes when an authorization is required by law.

If you provide a written authorization, you may revoke it in writing at any time, except to the extent we have already taken action in reliance on that authorization.

We will not sell your PHI without your written authorization except as otherwise permitted by law.

YOUR RIGHTS REGARDING YOUR PROTECTED HEALTH INFORMATION

You have the following rights regarding PHI that we maintain about you.

Right to Inspect and Obtain a Copy

You have the right to inspect and obtain a paper or electronic copy of your PHI that may be used to make decisions about your care or payment for your care, subject to certain legal limitations.

If you request a copy, we may charge a reasonable, cost-based fee when permitted by law.

To request access to your records, submit your request in writing to:

Courtney Diener, Registered Dietitian

CD Nutrition LLC

Email: courtney@cdnutritionllc.com (<mailto:courtney@cdnutritionllc.com>)

Phone Number: 302-307-6746

We generally will respond to a request for access within the time required by applicable law.

Right to Request an Amendment

You may ask us to correct or amend PHI that you believe is incorrect or incomplete.

Your request must be made in writing and should explain why you believe the information should be amended.

We may deny a request when permitted by law. If we deny your request, we will provide a written explanation.

Right to Request Confidential Communications

You may ask us to communicate with you about your health information in a specific way or at a specific location.

For example, you may request that we contact you only by email, by telephone, or at a particular telephone number or address.

We will accommodate reasonable requests as required by law.

Right to Request Restrictions

You have the right to ask us to limit how we use or disclose your PHI for treatment, payment, health care operations, or to persons involved in your care.

We are not required to agree to every requested restriction.

If you pay out-of-pocket in full for a specific health care item or service, you may request that we not disclose information relating to that item or service to your health plan for purposes of payment or health care operations. We are required to agree to such a request unless disclosure is otherwise required by law.

Right to an Accounting of Disclosures

You have the right to request a list of certain disclosures of your PHI made by CD Nutrition LLC during the six years before the date of your request.

The accounting does not include certain disclosures, including disclosures made for treatment, payment, health care operations, disclosures made directly to you or at your request, and certain other disclosures excluded by law.

The first accounting you request during a 12-month period will generally be provided without charge. We may charge a reasonable, cost-based fee for additional requests during the same 12-month period as permitted by law.

Right to Receive a Paper or Electronic Copy of This Notice

You have the right to request a paper copy of this notice at any time, even if you have agreed to receive the notice electronically.

A current copy of this notice will also be made available on the CD Nutrition LLC website.

Right to Choose a Personal Representative

If you have a personal representative, such as a person with legal authority to make health care decisions on your behalf, that person may exercise your rights and make choices regarding your PHI to the extent permitted by law.

We will verify the person's authority to act on your behalf before allowing access to or disclosure of your PHI.

Right to Receive Notice of a Breach

You have the right to be notified if a breach of your unsecured PHI occurs that requires notification under applicable law.

OUR RESPONSIBILITIES

CD Nutrition LLC is required by law to:

- Maintain the privacy and security of your PHI.
- Provide you with this notice describing our legal duties and privacy practices.
- Follow the terms of the notice currently in effect.
- Notify you promptly if a breach occurs that may have compromised the privacy or security of your PHI.
- Provide you with a copy of this notice upon request.

We will not use or disclose your PHI for purposes other than those described in this notice or otherwise permitted or required by law without your written authorization.

If you provide written authorization, you may revoke that authorization in writing at any time, except to the extent we have already acted in reliance on it.

YOUR RIGHT TO FILE A COMPLAINT

If you believe your privacy rights have been violated, you may file a complaint with CD Nutrition LLC by contacting:

Courtney Diener, Registered Dietitian

CD Nutrition LLC

Email: courtney@cdnutritionllc.com (<mailto:courtney@cdnutritionllc.com>)

Phone: **302-307-6746**

You may also file a complaint with the **U.S. Department of Health and Human Services, Office for Civil Rights**.

You will not be retaliated against for filing a complaint.

CHANGES TO THIS NOTICE

We reserve the right to change the terms of this notice and to make the revised notice applicable to PHI that we already maintain as well as information we receive in the future.

If we make a material change to our privacy practices, we will revise this notice accordingly.

The current notice will be available upon request and will be posted on the CD Nutrition LLC website.

QUESTIONS ABOUT THIS NOTICE

If you have questions about this Notice of Privacy Practices or about how CD Nutrition LLC uses or protects your health information, please contact:

Courtney Diener, Registered Dietitian

CD Nutrition LLC

Email: courtney@cdnutritionllc.com (mailto:courtney@cdnutritionllc.com)

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