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Albany Dermatology Patient Portal Terms of Use

Albany Dermatology Patient Portal Security

The Albany Dermatology Patient Portal (the "AD Patient Portal"), which is hosted on Nextech.com, utilizes appropriate encryption technology and security practices to protect your personal and medical information in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-191 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005 ("the HITECH Act") and regulations promulgated by the US Department of Health and Human Services, including but not limited to the Omnibus Rule, 78 Fed. Reg. 5,566, (the "HIPAA Regulations") and other applicable laws.

Do not use the AD Patient Portal for emergencies

IF YOU BELIEVE YOU ARE EXPERIENCING A MEDICAL EMERGENCY, PLEASE DIAL 911 OR YOUR LOCAL EMERGENCY NUMBER FOR IMMEDIATE ASSISTANCE. Communication within the AD Patient Portal should not replace your regularly scheduled office visits or times when your provider suggests you come into the office for a visit. It is an additional option and not a replacement. Not all issues can be handled within the portal. In some instances, you may be directed to contact us via telephone or in person to address your concerns.

Identity of Message Readers

You understand that registration and use of a personally identifiable password is a prerequisite to participating in AD Patient Portal. It is your sole responsibility to control the dissemination and use of your access information since if you share your user name and password with another person, that person will be able to see your confidential medical record information. You agree to promptly inform the Practice at (518) 482-8631 of any need to deactivate your account.

Albany Dermatology has no responsibility concerning any breach of your confidential medical record information due to your sharing or losing your user name and password.

Your communications within your AD Patient Portal account will be processed by your AD provider, nurses, and/or other AD office personnel (*similar to how phone communication is handled*). AD will take all reasonably necessary steps to ensure the privacy and confidentiality of your account.

Response Time

Messages from the patient within the AD Patient Portal will be processed within 24 hours of submission during normal business hours, weekends excluded. You understand and agree to some variations in response time. In the case that the response time in the patient portal is not appropriate to you, you agree to use other forms of communication with our office (phone or in person discussions).

Whenever the office or the patient feels that the subject of a message warrants a faster response, the use of the telephone becomes the appropriate means of communication.

Messages sent by the Practice

You may elect to allow us to use Albany Dermatology email, which is not encrypted, to advise you that a message reply has been sent to your portal account. If you elect to do so, every time you receive a secure message from Albany Dermatology within the AD Patient Portal, you will receive a notification email at your current email address registered with the AD Patient Portal. These notification emails will never contain personal health information, only generic information notifying you of an event in the AD Patient Portal. To view the secure message, you must then login to the AD Patient Portal. It is your responsibility to login to view the secure message.

Private Information on This Service

Read the Albany Dermatology *HIPPA Notice of Privacy Practices for Medical Information*. The policy can be viewed by [CLICKING HERE](#). A printed copy of this Notice of Privacy Practices will be provided upon request.

Changes to the Terms of Use

Albany Dermatology may modify or change the AD Patient Portal Terms of Use at any time. Such modifications or changes become effective immediately when they are posted to the Albany Dermatology website by [CLICKING HERE](#). You agree to review these Terms of Use frequently so that you will be familiar with them. You further agree that each time you use AD Patient Portal you are, by such use, consenting to the Terms of Use applicable at that time.

Effective Date: 4/1/2014