

The City of Oceanside Procedure for Filing Complaints About Privacy Practices

You May Make a Complaint Directly to the City of Oceanside

You have the right to make a complaint directly to the HIPAA Privacy Officer of the City of Oceanside concerning our compliance with any of our established HIPAA policies and procedures, uses or disclosures of your PHI, or about our compliance with HIPAA.

All complaints should be directed to our HIPAA Privacy Officer at the following address, phone number, or email:

City of Oceanside
Attn: Lynne Seabloom
300 N. Coast Highway
Oceanside, Ca. 92054

760-435-4103
Lseabloom@ci.oceanside.ca.us

You May Also Make a Complaint to the Government

The Office for Civil Rights (“OCR”) enforces HIPAA. If you believe that we are not complying with the applicable requirements of HIPAA, you may file a complaint with OCR. Complaints to OCR must:

- ❖ Be filed in writing, either on paper or electronically, by mail, fax, or e-mail;
- ❖ Name the covered entity involved and describe the acts or omissions you believe violated the requirements of HIPAA; and
- ❖ Be filed within 180 days of when you knew that the act or omission complained of occurred, unless OCR extends the 180-day period for "good cause."

For more information, go to OCR’s website at: <http://www.hhs.gov/ocr/>.

Complete Description of Incident (please include date, time, patients affected, parties involved, whether any hardware or devices were involved and any other details):

Your Name and Title: _____

Signature: _____