



SAIRS Notice of Privacy Practices to Patients and Parents

The San Antonio Immunization Registry System (SAIRS) is a confidential online computer system that helps track immunizations throughout your life span. Your (and/or your child's) immunization information automatically become a part of the confidential SAIRS system unless you choose to exclude that information by completing a *Request to Opt Out* form as discussed below.

Benefits of having your (and your child's) information in SAIRS:

- Collects and tracks all immunizations in one system, so you don't miss any or get too many.
- Can send reminders when you or your child need a vaccine(s) and can notify you of special programs for which you or your child may qualify.
- Provides a consolidated immunization record to use as proof to start child care, school, or a new job.
- Helps your health-care provider see what immunizations are needed.
- Helps public health programs in their efforts to prevent disease outbreaks.

What information can be kept in SAIRS?

Note: Registry information will be treated as confidential according to the regulations of the Health Insurance Portability and Accountability Act of 1996, the American Recovery and Reinvestment Act of 2009, the Health Information Technology and Clinical Health Act, as amended, State law requirements, and as described in the SAIRS Security and Confidentiality Policy.

- Patient's full name
- Date of birth
- Mailing and physical address
- Phone number(s)
- Details about the patient's immunizations and TB skin tests
- References to the Texas immunization registry, ImmTrac, (if applicable) and birth record
- Other demographic information you provide

Only authorized users may have access to SAIRS. These include (but are not limited to):

- Clinics
- Hospitals
- Child-care facilities
- Physicians' offices
- Schools
- State and local health agencies

How can patient information be used?

- To determine if immunizations are up-to-date
- To determine immunization rates
- To notify you of upcoming immunizations
- For quality assurance and improvement
- To consolidate a patient's immunization records
- To bill insurance companies
- To notify you of special programs
- All other uses and disclosures not described above will be made only with your authorization.
- To avoid under- or over-immunization
- To contact you in the event of an emergency

You have the right to:

- Inspect and obtain a copy of your (or your child's) record (fees apply to copies).
- Have errors corrected in the registry.
- Withdraw your (or your child's) information from the registry by completing a *Request to Opt Out of SAIRS* form (available at the website listed below).
- Receive notifications in the event of a security breach involving your (or your child's) protected health information.
- Request that a copy of your (or your child's) record be sent directly to a third party (fees apply to copies and completed documentation is required).
- Request that SAIRS does not share certain protected health information to health plans and/or to persons involved in your (or your child's) medical treatment and/or care.

For more information, please contact (210) 207-5071 or visit the SAIRS Webpage at:
<http://www.sanantonio.gov/Health/HealthProfessionals/ImmunizationRegistry.aspx>