- **Ntawv Qhia Npe Nyob Hauv Tsev Khomob:** Thaum koj tuaj pw khomob, tsev Khomob sau tej yam txog koj xws li koj lu npe thiab chav pw rau hauv (phau) ntawv qhia txog cov neeg mob. Tsev khomob yuav qhia cov no rau cov cov neeg uas tuaj nug txog koj npe. Koj muaj cai txwv kom tsis pub qhia txog koj tau. Yog xav txwv tsis pub qhia, thov hais rau cov neeg ua haujlwm sau npe lossis koj tus nasmaum. Lawv yuav pab koj rau qhov no.

- **Kev Tham Lus Yav Tomntej thiab Dejnum Kev Nrhiav Nyiaj:** Tsev Khomob yuav siv koj lub npe, chaw nyob thiab xovtooj tivtauj koj, xa ntawv xovxwm, qhia txog tej kev pab rau kev noj qab haus huv lossis lwm yam kev pab uas peb muaj, lossis los nrhiav nyiaj pab rau tej kev khomob nyob hauv tsev Khomob. Tsev Khomob yuav qhia cov ntawv kev tivtauj no mus rau Children's Hospital Foundation kom lub Foundation tivtauj koj nrig txog kev nrhiav nyiaj rau lub tsev Khomob. Yog koj tsi xav kom lub tsev Khomob tivtauj koj nrig txog kev nrhiav nyiaj, koj yuav tsum sau ntawv qhia rau peb. Thov tivtauj tus Thawj Ceev Ntaub Ntawv (Privacy Officer) pab koj txog qhov no.

- **Kev Teev Sijhawm:** Tsev Khomob yuav tivtauj koj los teev sijhawm. Cov lus kaw cia rau koj yuav tsis qhia txog tej ntawv khomob

- **Yuav Tsum Muaj lossis Ua Raws Txoj Cai:** Raws li nomtswv txoj cai, tsev Khomob yuav tau qhia koj tej ntaub ntawv khomob rau tej yam lossis tej qhov chaw li nram no:
  - Qhia ua kev tswj lossis thivthaiv kabmob kis, kev raug mob lossis kev xiam, los tshuaj txog cov neeg yug thiab cov neeg tuag, thiab rau kev pab saibxyuas kev khomob rau pejxeem thiab kev tivthaiv.
  - Qhia rau Tsoomfwv Tswjhwm Zaub Mov thiab Tshuaj (Food and Drug Administration, FDA) los tshaj txog tej yam kev phiv lossis khoom noj tsis zoo, los raws qab cov khoom, los thim cov khoom rov qab, lossis sojntsuam khoom tomqab uas siv rau pejxeem lawv li txoj cai.
  - Pab rau tsoomfwv los xeev kev ua dejnum.
  - Qhia cov neeg laug lossis menyuam uas raug ntau lossis neeg ua phem rau mus rau tub ceevxwm.
  - Teb qhia rau xam txiavtxim plaub ntug
  - Qhia rau Tsoomfwv Saibxyuas Kev Noj Qab Haus Huv thiab Tsev Neeg (Department of Health and Family Services), uas yog qhov chaw pab tivthaiv lossis txhawb nqa, thiab yog tub ceevxwm los kuaj txog tej kev ua phem (abuse) rau cov menyuam thiab cov neeg laug xws li kev tsis saixyuas, raug mob, nqaij to, kub hnyiab, raug phom, lossis tuag.
  - Qhia rau tus neeg uas xam tso cai muaj cai saibxyuas koj rau kev noj qab haus huv
  - Cov nomtswv saibxyuas qhov taub yog tias koj raug kaw.
  - Cov nomtswv saibxyuas kev raug mob nyob tom chaw ua haujlwm (worker's comp officials) yog tias koj raug mob lossis qhov mob yog vim kev ua haujwm.

- **Kev Pub Raum, Qhov Muag thiab Nqaij:** Tsev Khomob yuav qhia ntaub ntawv khomob rau cov koomhaum uas khaws lossis hloov raum, qhov muag lossis nqaij tawv.

- **Kev Tshawb Fawb:** Qee zaug tsev Khomob yuav siv thiab qhia koj tej ntaub ntawv khomob rau kev tshawb fawb. Pivsam li, ib qhov kev tshawb fawb xav pev seb cov neeg mob uas tau txais ib hom tshuaj thiab cov uas tau txais lwm hom tshuaj rau tib yam kabmob txawv li cas. Yog zoo li qhov no, tsev Khomob yuav tsis muaj ntawv kom koj tso cai, tiamsim cov ntaub ntawv tshawb fawb uas luam tshaj tawm yuav tsis qhia muaj koj npe. Qee zaug, peb kuj yuav kom koj tso cai thiab koomtes nrog rau kev tshawb fawb. Koj muaj cai tsis kam koom. Koj kev txiavtxim siab yuav tsis ua teebmeem rau koj kev khomob.

  Thaum qhia ntaub ntawv rau cov neeg sab nraum, peb yuav qhia tej yam uas tsimnyog qhia xwb yog tias tsis yog ua kev pab khomob rau koj, lossis tau kev tso cai ntawm koj, lossis raws li nomtswv txoj cai. Yog tej yam li no, peb yuav qhia tagnrho li uas koj, koj tus kws khomob lossis nomtswv txoj cai xav tau. Txhua zaug uas koj tuaj khomob hauv tsev Khomob, ntsib koj tus kws khomob lossis lwm qhov chaw kuaj/kho mob, muaj ntaub ntawv ua qhia tseg tias koj tuaj kuaj/kho dabtsis. Cov ntaub ntawv no qhia txog koj kev mob, kev kuaj thiab kuaj tau dabtsis, kev kho thiab cov nqi. Tsab Ntawv no hais siv rau tagnrho koj cov ntaub ntawv kuaj/kho mob uas muaj nyob hauv tsev Khomob uas tsev Khomob cov neeg ua haujlwm lossis koj tus kws khomob sau khaws cia. Tej zaum koj tus kws khomob yuav muaj dua ib tsab ntawv txog kev siv thiab ceev ntaub ntawv txawm uas siv nyob hauv nws tugkheej qhov chaw kuaj/kho mob.

Peb Kev Cog Lus Ceev Koj Tej Ntaub Ntawv Khomob: Txoj cai kom peb yuav tsum ceev tseg koj tej ntaub ntawv khomob thiab qhia rau koj paub txog peb kev ceev ntaub ntawv seb yog li cas. Peb yuav ua raws li cov lus hais nyob Tsab Ntawv no.

Peb Yuav Siv thiab Qhia Koj Tej Ntaub Ntawv Khomob Nrog Lwm Tus Li Cas

- **Rau Kev Khomob:** Peb yuav siv koj tej ntaub ntawv khomob los ua kev pab khomob rau koj. Peb yuav qhia tawm tej ntaub ntawv khomob txog koj rau cov kws khomob, nasmaum, technicians, tub kawm khomob, lossis cov neeg hauv tsev Khomob uas muaj feem pab kho koj. Pivsam li, ib tus kws khomob uas kho koj sab ceg lov yuav xav paub tias koj puas muaj ntshav qab zib vim tias ntshav qab zib yuav ua rau zoo qeeb. Tej phab (department) chaw khomob txawv hauv tsev Khomob ho yuav tau sib qhia tej ntaub ntawv khomob txog koj thiaj koomtes pab tau txhua yam rau koj, xws li chaw muab tshuaj, kuaj ntshav, thiab thais faisfab. Tej zaum peb ho yuav qhia tawm koj tej ntaub ntawv khomob rau lwm tus neeg sab nraum tsev Khomob uas yuav pab kho koj tomqab koj tawm hauv tsev Khomob. Pivsam li, tus kws khomob uas yuav saibxyuas koj tomqab koj tawm hauv tsev khomob peb yuav qhia nws txog koj kev khomob ntawm no.

- **Rau Kev Them Nqi:** Tsev Khomob yuav siv thiab qhia tawm koj tej ntaub ntawv khomob ua daim nqi xa tuaj rau koj, koj lub essawslas, lossis lwm tus uas them nqi, xws li Medicaid, rau qhov kev khomob thiab lwm yam kev pab uas koj tau txais nyob hauv tsev Khomob. Tej zaum peb yuav qhia tawm koj lub npe, chaw nyob, essawslas thiab koj tus/cov kws khomob uas tau saibxyuas koj hauv tsev Khomob. Tej zaum peb tseem yuav qhia mus rau koj lub essawslas txog txoj kev khomob uas koj tus kws khomob xav kom kho seb koj lub essawslas puas kam them qhov nqi kho ntawd.

- **Rau Kev Tswjhwm Dejnum Khomob:** Peb yuav siv thiab qhia tawm tej ntaub ntawv khomob txog koj rau kev khiav dejnum hauv tsev Khomob. Qhov no yuavtsum tau muaj tsev Khomob thiaj yuav pab tau nws cov neeg mob li lub siab xav thiab tsis tag nyiaj ntau.

  Pivsam li, peb yuav siv cov ntaub ntawv los sojntsuam peb kev khomob thiab tej kev pab saibxyuas, los mus nrhiav kev tsim txoj kev tshiab ua kev txhawb nqa kev khomob thiab txhimkho peb kev khomob rau koj.

  Tej zaum peb tseem yuav muab peb tej ntaub ntawv khomob piv nrog rau lwm lub tsev Khomob tej ntaub ntawv ua kev pab rau peb cov neeg ua haujlwm thiab tub kawm ntawv los txhimkho peb kev khomob thiab kev pab saibxyuas. Yog zoo li qhov no, peb yuav tsis qhia koj npe nrog rau koj cov ntaub ntawv khomob.

  Thaum peb siv lossis qhia tawm koj tej ntaub ntawv khomob, tej zaum yuav yog rau lwm lub koomhaum uas pab peb khiav dejnum hauv peb tsev khomob lossis chaw kuaj mob. Pivsam li, thaum koj tus kws khomob siv tes sau ntawv qhia qhov nws ntsib koj, yuav muaj lwm tus neeg sab nraum muab tshuab ntau (type) cov lus ntawd rau peb khaws tseg. Peb muaj lus cog tseg nrog cov neeg sab nraum uas peb hu ua "neeg pab dejnum" (business associates) kom lawm yuav tsum ua tib zoo ceev txhua yam ntaub ntawv khomob ua lawm tau txais.

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NTAWV QHIA KOJ KEV MUAJ CAI TXOG NTAUB NTAWV KHOMOB

- **Muaj Cai Txwv:** Koj muaj cai txwv qee yam tsis pub tsev Khomob siv lossis qhia tawm koj tej ntaub ntawv khomob, nqi khomob lossis kev khomob. Koj kuj muaj cai txwv tsis pub peb qhia qee yam tawm txog koj tej ntaub ntawv khomob rau cov neeg uas muaj feem pab koj kev khomob thiab them nqi khomob rau koj.

Lub tsev khomob yuav tsis pom zoo li koj txwv yog tias nws cuam tshuam rau kev kho tus neeg mob, tsev khomob kev khiav dejnum thiab/lossis kev them koj nqi khomob.

Yog tias lub tsev khomob pom zoo li koj txwv, nwg yuav ua raws li koj hais yog tias cov ntaub ntawv muab qhia rau koj tsis yog hais txog kev khomob xwm ceev (emergency treatment). Kev thov txwv ntaub ntawv yuav tsum yog ua ntawv thov. Yog xav txwv koj yuav tsum tau teb daim ntawv thov txwv uas muaj nyob ntawm qhov chaw saibxyuas khomob lossis ntawm qhov chaw khaws ntaub ntawv khomob (Medical Records Department).

- **Muaj Cai Tshuaj Xyuas thiab Luam Qauv Cia:** Koj muaj cai tshuaj xyuas thiab tau txais daim qauv luam txog koj cov ntaub ntawv khomob. Kev thov txwv ntaub ntawv khomob koj hais tau rau koj tus nasmaum lossis tus kws khomob thaum koj tseem pw khomob, lossis thaum tawm lawm, koj thov rau Medical Records Department. Hais txog them nqi, thov tivtauj Patient Finacial Services.

- **Muaj Cai Kho/Ntxiv:** Yog koj ntseeg tias cov ntaub ntawv khomob uas peb muaj tsis tsaug lossis tsis meej, koj hais tau peb kom peb kho cov ntaub ntawv tshwj tias cov ntaub ntawv ceev nyob rau hauv tsev Khomob. Kev thov kho koj cov ntaub ntawv khomob yuav tsum yog ua ntawv xa mus rau Medical Records Department. Lub tsev Khomob yuav teb rau koj li 60 hnub tomqab uas koj xa koj daim ntawv thov kho.

- **Muaj Cai Paub Cov Npe Uas Tsev Khomob Qhia Tawm Koj Cov Ntaub Ntawv Khomob:** Koj muaj cai thov tsev Khomob qhia cov npe uas tsev Khomob tau qhia koj cov ntaub ntawv khomob rau ("accounting of disclosure"). No yog ib daim ntawv muaj cov npe neeg uas tsev Khomob tau qhia koj cov ntaub ntawv khomob tsis xam cov ntaub ntawv qhia rau kev khomob nyob hauv tsev khomob, them nqi lossis kev khiav dejnum khomob lossis cov uas koj ua ntawv tso cai rau peb qhia tawm. Pivsam li, lawv li koj cov ntaub ntawv khomob, tej zaum peb yuav qhia koj cov ntaub ntawv khomob mus rau Cancer Registry. Yog xav thov cov npe (accounting of disclosure), koj yuav tsum ua ntawv thov mus rau Medical Records Department. Peb yuav muab daim ntawv muaj cov npe pub dawb rau koj ib zaug txhua sijhawm 12 lub hlis. Yog xav tau ntxiv, peb yuav kom koj them nqi rau daim ntawv. Peb yuav qhia koj txog tus nqi thiab koj muaj cai thim tsis yuav daim ntawv lossis hloov koj kev thov lub sijhawm ntawd ua ntej peb ua nqi rau koj.

- **Muaj Cai Thov Ceev Kev Tham Cov Ntaub Ntawv Khomob:** Koj muaj cai hais kom peb tham txog koj tej ntaub ntawv khomob zoo li cas lossis nyob rau qhov chaw li cas. Xws li koj kom peb hu nrog koj tham nyob tom koj qhov chaw ua haujlwm lossis ua ntawv xa tuaj. Peb yuav ua txhua yam li uas peb ua tau.

- **Muaj Cai Tshem/Thim Kev Tso Cai:** Kev siv thiab kev qhia tawm ntaub ntawv khomob uas tsis hais nyob hauv daim ntawv no lossis lawv li nomtswv txoj cai tswjhwm tsev Khomob ruas yog ua tau raws li koj tso cai. Yog koj tso cai lub tsev Khomob siv lossis qhia tawm koj cov ntaub ntawv khomob, koj muaj cai tshem/thim koj kev tso cai thaum twg los tau. Peb yuav thim tsis tau cov ntaub ntawv uas peb twb qhia tawm lawm uas koj tau tso cai yav dhau los. Yog yuav thov tshem/thim kev tso cai koj tivtauj tau rau Medical Records Department.

- **Muaj Cai Hais Tsis Txaus Siab:** Yog koj ntseeg tias muaj kev txhaum cai rau koj lawm, koj ua tau ntawv tsis txaus siab xa rau lub tsev Khomob lossis xa rau Secretary of the Department of Health and Human Services. Yog xav ua ntawv tsis txaus siab rau lub tsev Khomob, tivtauj tus Thawj Ceev Ntaub Ntawv (Privacy Officer). Txhua yam kev tsis txaus siab yuav tsum sau ua ntawv. Tu Privacy Officer yuav pab koj ua koj daim ntawv thiab lwm yam ntaub ntawv uas yuav tsum tau ua. Kev ua ntawv tsis txaus siab yuav tsis ua teebmeem rau koj kev khomob.

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Lus Tseemceeb: Peb muaj cai yuav kho lossis hloov Tsab Ntawv no. Txhua zaug ua koj xees daim ntawv tso cai khomob nyob ntawm cov chaw khomob uas hias nyob Tsab Ntawv no, peb yuav muaj ib daim luam rau koj uas yog daim tseem siv tau lub sijhawm ntawd.

Nhub Piv Siv Tau: Plaub Hlis 14, 2003

Ua Li Cas Hu Tau Peb

Tus Thawj Ceev Ntaub Ntawv . . . (414) 266-1773
. . . . . lossis (877) 659-5200

Chaw Khaws Ntaub Ntawv Neeg Pw Khomob
. . . . . (920) 729-2164

Chaw Khaws Ntaub Ntawv Neeg Kuaj Mob
. . . . . (920) 969-7970

Child Advocacy Center Chaw Khaws Ntaub Ntawv Khomob . . . . . (920) 969-7930

Secretary of Department of Health and Human Services . . . . . (877) 696-6775

Chaw Pab Neeg Mob Txog Nyiaj Txiag
. . . . . (414) 266-6200

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Children's Hospital of Wisconsin®
A member of Children's Hospital and Health System.
Fox Valley

TSAB NTAWV KOOM TES TSWJHWM KEV CEEV NTAUB NTAWV

TSAB NTAWV NO QHIA TIAS KOJ TEJ NTAUB NTAWV KHOMOB YUAV MUAB SIV THIAB QHIA TAWM LI CAS THIAB YUAV UA LI CAS KOJ THIAJ TAU COV NTAUB NTAWV NO.

THOV UA TIB ZOO NYEEM TSHUAJ XYUAS TSAB NTAWV NO.

Tsab ntawv no muaj ua lus Mev (Spanish) thiab lus Hmoob (Hmong). Thov nug cov neeg ua haujlwm yog koj xav tau ib daim.

Cov neeg mob feem coob hauv tsev khomob Children's Hospital of Wisconsin-Fox Valley yog menyuam yaus; thaum peb hais tias "koj" lossis "koj li" nyob Ntsab Ntawv no, peb hais txog tus neeg mob. Thaum peb hais txog kev qhia ntaub ntawv tawm rau "koj," peb txhais tias yog qhia ntaub ntawv tawm rau tus neeg mob, tus neeg mob li niamtxiv lossis tus tau kev tso cai saibxyuas txog tus neeg mob.

Tus Twg Ua Raws Li Tsab Ntawv No:

Tsab ntawv no xam rau cov neeg mob tagnrho tej ntaub ntawv khaws nyob hauv tsev khomob Children's Hospital - Fox Valley, thiab ntawm nws cov neeg ua haujlwm khomob (lub tsev "Khomob") rau kev khomob tsis hais nyob ntawm lub tsev loj Khomob uas neeg pw khomob lossis ntawm tsev kuaj mob, nyob rau ntawm 130 Second St., Neenah, WI; Children's Hospital of Wisconsin Clinics - Green Bay, nyob rau ntawm 555 Redbird Circle, De Pere, WI; thiab Child Advocacy Center - Fox Valley, nyob rau ntawm 325 N. Commercial St., Suite 400, Neenah, WI. Yog koj muaj lus nug dabtsis tomqab nyeem tsab ntawv no tag, thov hu rau tsev khomob tus thawj ceev ntaub ntawv.

PROOF