This is a TEMPLATE for the reminder of notice of privacy practices. Should you need a template for the notice of privacy practices, see the DOL site here: [Model Notices of Privacy Practices | HHS.gov](https://www.hhs.gov/hipaa/for-professionals/privacy/guidance/model-notices-privacy-practices/index.html)

HIPAA Notice of Privacy Practices Reminder

**Protecting Your Health Information Privacy Rights**

<<Client>> is committed to the privacy of your health information. The administrators of the <<Plan Name>> (the “Plan”) use strict privacy standards to protect your health information from unauthorized use or disclosure.

The Plan’s policies protecting your privacy rights and your rights under the law are described in the Plan’s Notice of Privacy Practices. You may receive a copy of the Notice of Privacy Practices by contacting <<insert title of contact>> at <<insert phone number or email address or both>>. The notice also is available online at <<insert intranet location, if applicable>>.