

Notice of Privacy Practices — Village Dental Group

Effective Date: August 11, 2026

THIS NOTICE DESCRIBES HOW MEDICAL AND DENTAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED, AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

Our Commitment to Your Privacy

Village Dental Group ("VDG," "we," "us," "our") is required by law to maintain the privacy of your protected health information ("PHI"), to provide you with this Notice of our legal duties and privacy practices with respect to your PHI, and to notify you following a breach of unsecured PHI. We are required to abide by the terms of this Notice while it is in effect.

How We May Use and Disclose Your Health Information

We may use and disclose your PHI for the following purposes without your written authorization:

Treatment

We may use and disclose your PHI to provide, coordinate, or manage your dental care and related services. For example, our providers (including Dr. Ahmed Rabie and Dr. Bilal) may share information about your condition with each other, with dental laboratories, or with other healthcare providers involved in your treatment.

Payment

We may use and disclose your PHI to obtain payment for services we provide to you. This may include contacting your health plan to verify eligibility and benefits, submitting claims to your dental insurance (PPO, Medi-Cal/Denti-Cal), or processing CareCredit financing.

Healthcare Operations

We may use and disclose your PHI for our operational needs, such as quality assessment, staff review and training, licensing, and business management activities necessary to run our practice.

Appointment Reminders and Health-Related Communications

We may use and disclose your PHI to contact you with appointment reminders, or with information about treatment alternatives or other health-related services that may be of interest to you, through phone, text, email, or our online booking system (Amelia), consistent with the Communication Consent you provided.

As Required by Law

We will disclose PHI when required to do so by federal, state, or local law — for example, in response to a court order or a public health reporting requirement.

To Avert a Serious Threat to Health or Safety

We may use and disclose PHI when necessary to prevent a serious threat to your health and safety or the health and safety of the public or another person.

Uses and Disclosures Requiring Your Written Authorization

For any purpose other than those described above — including most uses and disclosures of PHI for marketing purposes — we will ask for your written authorization. If you provide us with authorization, you may revoke it in writing at any time, except to the extent we have already relied on it.

We will **never** sell your PHI, and we will not use your health information for marketing purposes without your explicit written authorization.

Your Rights Regarding Your Health Information

You have the following rights with respect to your PHI:

- **Right to Access:** You have the right to inspect and obtain a copy of your dental and health records, with limited exceptions. Requests should be submitted in writing to our office.
- **Right to Amend:** You have the right to request that we amend your health information if you believe it is incorrect or incomplete, for as long as we maintain the information.
- **Right to an Accounting of Disclosures:** You have the right to request a list of certain disclosures we have made of your PHI, other than for treatment, payment, healthcare operations, and certain other exceptions.
- **Right to Request Restrictions:** You have the right to request restrictions on certain uses and disclosures of your PHI. We are not required to agree to all requested restrictions, but if we do agree, we will comply with that restriction unless the information is needed for emergency treatment.
- **Right to Request Confidential Communications:** You have the right to request that we communicate with you about your health information in a certain way or at a certain location (for example, only by mail or only at a specific phone number).
- **Right to a Paper Copy:** You have the right to obtain a paper copy of this Notice at any time, even if you have agreed to receive it electronically.
- **Right to File a Complaint:** If you believe your privacy rights have been violated, you may file a complaint with our office or with the U.S. Department of Health and Human Services, Office for Civil Rights. We will not retaliate against you for filing a complaint.

To exercise any of these rights, please contact our office using the information below.

Our Responsibilities

- We are required by law to maintain the privacy and security of your PHI.
 - We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
 - We must follow the duties and privacy practices described in this Notice and provide you with a copy of it.
 - We will not use or share your information other than as described here, unless you provide written authorization to do so. If you provide authorization, you may revoke it at any time, in writing.
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Electronic Records and Photographs

Village Dental Group uses electronic medical records, which may include patient photographs used solely for identification and treatment purposes. These photographs are kept confidential and are protected in accordance with HIPAA and this Notice.

Changes to This Notice

We reserve the right to change this Notice at any time. We reserve the right to make the revised Notice effective for PHI we already have as well as any information we receive in the future. We will post a copy of the current Notice at our office and on our website (vdgca.com). The Notice will contain the effective date on the first page.

Complaints

If you believe your privacy rights have been violated, you may file a complaint with our office or with the Secretary of the U.S. Department of Health and Human Services:

U.S. Department of Health and Human Services Office for Civil Rights 200 Independence Avenue, S.W. Washington, D.C. 20201 Website: www.hhs.gov/ocr/privacy/hipaa/complaints/

You will not be retaliated against for filing a complaint.

Contact Us

If you have any questions about this Notice or wish to exercise any of your rights described above, please contact:

Village Dental Group Dr. Ahmed Rabie, Privacy Officer 1210 S. Brookhurst St, Anaheim, CA 92804 Phone: (714) 535-7500 | (714) 844-1538 Email: contact@vdgca.com

This Notice is provided in accordance with the requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and its implementing regulations. It is based on the U.S. Department of Health and Human Services' model Notice of Privacy Practices for healthcare providers, adapted for Village Dental Group's practices.