

## PRIVACY STATEMENT

**Medical Facility** respects your privacy. Your personal data and privacy is important to us. We would like to inform you how we handle and protect the personal information you provided.

When you came and sought our services at Medical Facility, we collected the following information from you with the end in view of providing you better services: **name, address, birthdate, email address or contact numbers** for easier communication; and sensitive personal information such as **sex, age, vital signs and health information for patients, educational and employment information, organization or school affiliation for trainees and employees and applicants.**

We may likewise collect from you other personal information depending on the requirements of your health management, or those needed for training, accreditation of hospital services and those required by law.

We collect, use and disclose personal information about you exclusively:

1. **For Patients**-Registration of your information to the HOMIS, assess your health concerns, provide for health care, advise on your treatment options, disseminate health education and promotion activities and/or programs, obtain client feedback, suggestions and recommendations, establish and maintain contact with you, send you newsletter and other information related to data breach, remind you of your medical appointment, allow us to effectively follow up for treatment care and billing, process PHIC Claims or Insurance Claims, process payments, collect unpaid accounts, comply with hospital and department accreditation, health research development, comply with specialty board examination or certification and comply with all regulatory and legal requirements including court orders and statutory requirements to advise authorities and reporting of communicable diseases and individuals who may be in danger of harming themselves and/or others;  
Under this circumstances, RA 11332 will rule and that information needed for contact tracing shall be disclosed to proper authorities and shall be treated with **due diligence and outmost protection**. Over and above, the state policy stated in the Philippine Constitution shall still uphold **Section 15, Article II** for the protection of every Filipino.  
**We highly value the personal information collected and stored with us. Rest assured, we shall** protect its confidentiality, integrity and ensure its availability as stated in the **Data Privacy Manual of Medical Facility.**  
**We respect your right** as a data subject. You have the: Right to be informed, Right to Access, Right to Object Right to Erasure or Blocking, Right to Damages, Right to File a Complaint, Right to Rectify and the Right to Data Portability.  
For inquiries, complaints and/or suggestions, please feel free to contact and reach the Data Protection Officer at [ramelitomartinez@gmail.com](mailto:ramelitomartinez@gmail.com)