



Weber Fire District

Notice of Privacy Practices

Weber Fire District cares about your privacy, we use the minimal amount of information we need to provide you with services, we safeguard your data, and we do not monetize it or improperly share it. We are committed to protecting privacy and are dedicated to safeguarding your personal information, particularly sensitive health data. As mandated by law, we are committed to maintaining the confidentiality of your health information, referred to as "protected health information" or "PHI." This Privacy Policy Notice outlines our legal obligations, privacy practices, and your rights regarding your PHI. Please read this document thoroughly.

IMPORTANT: THIS NOTICE IS INTENDED TO HELP YOU UNDERSTAND WHAT PERSONAL DATA IS COLLECTED, WHY THE PERSONAL DATA IS COLLECTED, AND HOW WE MANAGE YOUR INFORMATION WHEN YOU INTERACT WITH US AND DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

PLEASE READ THE ATTACHED DETAILED NOTICE. IF YOU HAVE ANY QUESTIONS, YOU MAY CONTACT THE ADMINISTRATIVE OFFICE AT 801-782-3580.



Detailed Notice of Privacy Practices

Purpose of This Notice:

This Notice explains how Weber Fire District collects, uses, shares, and protects your personal information, including Protected Health Information (PHI). It also describes your rights regarding that information. Weber Fire District may use or disclose PHI as authorized by law and in coordination with any Business Associates who assist in providing services. These partners are also required to protect your information.

This policy outlines:

- **What personal data we collect**
- **Why we collect it**
- **How we use, share, and safeguard your information**
- **How PHI may be used or disclosed**
- **Your rights regarding your information and how to exercise them**

By interacting with Weber Fire District, you are informed of our privacy practices and the ways in which we handle your personal and health information in accordance with applicable laws and standards.

Who We Are and How to Reach Us

The Weber Fire District is a full-time, special services district that provides emergency and non-emergency fire and medical services, as well as planning, prevention, and education to six incorporated cities and the unincorporated regions of Weber County. We operate the website www.weberfiredistrict.com.

Our Administrative Offices are located at:

Weber Fire District Station 61
2023 West 1300 North
Farr West, UT 84404
801-782-3580

A list of our administrative staff with their email addresses can be found on our website.

Information We May Collect

We may collect and use the following information when you interact with us:

- Contact details, name, mailing address, phone number and/or email address.
- Healthcare information to assist in treatment.
- Insurance information and/or financial information to obtain payment from you, your insurers, or other applicable third parties.



Purposes and Uses for Your Personal Data

We collect the personal data (PHI) for the following purposes:

- **TREATMENT:**
 - Healthcare information may assist in diagnosing and treating your healthcare needs.
 - We must keep record of the services provided to you.
 - In some cases, information may be shared with Doctors, Hospitals, and other related healthcare providers. Some disclosures of your PHI may have additional restrictions as dictated by State and Federal Laws.
- **PAYMENT:**
 - The PHI we obtain from you maybe be used to obtain payment from you, your insurers, or other applicable third parties.
 - Insurance verification, treatments, and payments are permissible uses of your PHI.
- **OPERATIONS:**
 - You PHI may be used to evaluate internal policies, procedures, cost management, quality control, customer service, training, and other related operational activities.
- **OTHER SERVICES:**

All Business Associates must adhere to the same privacy practices with respect to PHI as regulated by State and Federal Law.

 - We may utilize your information with other agencies, such as hospitals, collection agencies, and billing companies, or with family or friends.
 - To assist in treatment
 - Payment
 - Operations.

Sharing and Selling of Personal Data

Weber Fire District may share personal data only as permitted by law and as necessary to carry out its official duties. The classes of people and entities with whom personal data may be shared include:

- Other governmental entities, when required or authorized by governing law.
- Third-party contractors or service providers who assist in fulfilling operational, administrative, medical, or public-safety functions, and who are contractually obligated to protect the data.
- Regulatory, legal, or oversight bodies when disclosure is required to comply with laws, court orders, or authorized requests.
- Emergency service partners or mutual aid agencies, when necessary to provide services or protect life, health, or safety.

Personal data is never shared beyond what is necessary, and only in accordance with applicable privacy laws, contracts, and security requirements.

- We will not share your data with external organizations except for medical data covered under HIPAA compliance.
- Your personal data is never shared with third parties for marketing purposes.
- Your personal data is never sold by Weber Fire District or its Business Associates.



Keeping Your Information Secure

We care about your privacy and are committed to preventing unauthorized data sharing. We only share your information when necessary and only in accordance with applicable privacy laws, contracts, security requirements, and HIPAA compliance. Your data's safety is our priority, and we have taken adequate steps to protect it. We employ technical and organizational security measures to safeguard your information.

Note on Records Classification

Personally identifiable information is not a classification of records under Utah Code Section 63G, Chapter 2, Government Records Access, and Management Act.

Uses and Disclosures of Your PHI We Can Make Without Your Authorization

Weber Fire District may use or disclose your PHI without your authorization in the following circumstances:

Treatment: This includes information obtained about you and used for your medical condition and treatment provided by us or other medical personnel. It encompasses sharing information with healthcare personnel involved in your care and treatment, as well as transferring PHI via radio or telephone to hospitals or dispatch centers.

Payment: Activities necessary for reimbursement for services provided, including organizing PHI, submitting bills to insurance companies, managing billed claims, and performing medical necessity determinations.

Healthcare Operations: Quality assurance activities, training programs, legal and financial services, business planning, processing grievances, and creating reports that do not individually identify you.

Fundraising: Weber Fire District does not engage in fundraising activities using PHI.

Other Uses and Disclosures of Your PHI We Can Make Without Authorization

- Including treatment activities of other healthcare providers.
- Payment activities of the provider or entity that receives the information (such as the hospital or insurance company).
- Healthcare operations activities of receiving entities, if the entity receiving the information has or has had a relationship with you, and the PHI pertains to that relationship.
- Healthcare fraud and abuse detection related to compliance with the law.
- Reporting to public health authorities in certain situations (such as reporting a birth, death, or disease, as required by law), as part of a public health investigation, to report child or adult abuse, neglect, or domestic violence, to report adverse events such as product defects, or to notify a person about exposure to a possible communicable disease, as required by law.
- For Health oversight activities, including audits or government investigations, inspections, disciplinary proceedings, and other administrative or judicial actions undertaken by the government (or their contractors) by law to oversee the healthcare system.
- For judicial and administrative proceedings, law enforcement activities, military and national defense activities, workers' compensation purposes, and disclosures to coroners, medical examiners, and funeral directors.
- If you are an organ donor, we may release health information to organizations that handle organ procurement or transplantation, as necessary to facilitate the donation or transplantation.



- For research projects, this will be subject to strict oversight and approvals, and only when there is minimal risk to your privacy and adequate safeguards are in place in accordance with the law.

Uses and Disclosures of Your PHI That Require Your Written Consent

Any other use or disclosure of PHI, not listed above, will only be made with your written authorization. This includes psychotherapy notes, marketing activities for which payment is received, and the sale of PHI. You may revoke your authorization at any time, except where we have already relied on it.

Your Legal Rights Regarding Your PHI and Complaints

You have the right to file a complaint with us or with the Secretary of the United States Department of Health and Human Services if you believe your privacy rights have been violated. You will not face retaliation for filing a complaint.

As a patient, you have several rights regarding your PHI:

Right to Access, Copy, or Inspect Your PHI: You have the right to access and copy most of the medical information we collect and maintain about you. Requests should be made in writing. In limited circumstances, we may deny you access to your medical information, and you may appeal certain types of denials. Forms are available upon request. Responses will be provided in writing.

Right to Request Amendment of Your PHI: You may request amendments to your PHI by making a written request to our Compliance Officer. We will amend your information within 60 days when required by law. We are permitted by law to deny your request in certain circumstances, such as when we believe that the information you have asked us to amend is correct.

Right to Request an Accounting of Uses and Disclosures of Your PHI: You have a right to and may request in writing an accounting of disclosures of your PHI made within six (6) years preceding your request and exclude any disclosure prior to April 14, 2003 (fees may apply). We are not required to provide you with an accounting of disclosures of your PHI: (a) for purposes of treatment, payment, or healthcare operations; (b) for disclosures that you expressly authorized; (c) disclosures made to you, your family or friends, or (d) for disclosures made for law enforcement or certain other governmental purposes.

Right to Request Restrictions on Uses and Disclosures of Your PHI: You have a right to and may request in writing restrictions on the use and disclosure of your PHI for treatment, payment, or healthcare operations purposes, or to restrict the information that is provided to family, friends, and other individuals involved in your healthcare. Although we may not always be able to accommodate these requests.

Right to Notice of a Breach of Unsecured PHI: If a breach of your unsecured PHI occurs, we will notify you promptly by mail to the most current address on file.

Right to Request Confidential Communications: You have a right and may request in writing that we send your PHI to an alternate location (e.g., somewhere other than your home address) or in a specific manner (e.g., by email rather than regular mail). However, compliance is subject to reasonable requests and legal requirements.



Internet, Email, and the Right to Obtain a Copy of the Paper Notice

If we maintain a website, we will prominently post a copy of this Notice on our Website and make the Notice available electronically through the website. If you allow us, we will forward you this Notice by electronic mail instead of on paper, and you may always request a paper copy of the Notice.

Revisions to the Notice

Weber Fire District reserves the right to change the terms of this Privacy Policy at any time. Any material changes will be promptly posted on our website, if available. You can obtain the latest version of this Privacy Policy by contacting our office.

Additional Information

For more information on Weber Fire District Privacy Notice, please refer to our Website

www.weberfiredistrict.gov district documents.

For more information regarding your Protected Health Information (PHI) and HIPAA, please refer to [Health and Human Services, Health Information Privacy](#)

Definitions

- Personal data means information that is linked or can be reasonably linked to an identified individual or an identifiable individual. [Utah Code § 63A-19-101\(24\)](#)
- Record series means a group of records that may be treated as a unit for purposes of designation, description, management, or disposition. [Utah Code § 63G-2-103\(26\) \(2024\)](#)

Effective Date of the Notice: May 2024. Amended: October 2025 (Utah Data Governance Privacy Compliance)