

Dear Employees,

We would like to inform you about a recent update to our health plan's Notice of Privacy Practices ("NPP"). At [CLIENT NAME], we are committed to maintaining the confidentiality of your health information in compliance with applicable federal and state law.

The Health Insurance Portability and Accountability Act ("HIPAA") is a federal law that regulates the privacy and security of your health information. As required by HIPAA, we must provide a NPP that outlines our privacy practices, legal responsibilities, and your rights concerning your protected health information.

The updates to the NPP include specific restrictions on using or disclosing reproductive health and substance abuse information. You can obtain a copy of our NPP by visiting the Health Plans, Inc. website at <https://www.healthplansinc.com/members/notice-of-privacy-practices/> or by writing to our Privacy Officer at [*insert address*].

We are committed to safeguarding your information. If you have any questions or need further information, please contact our Privacy Officer.

Regards,