



1601 Market Street, Suite 800 / Philadelphia, Pennsylvania 19103 / (215) 246-0900
Fax Number: (215) 246-0959
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April 17, 2003

«outgoingname»
«address1»
«address2»
«city», «state» «zip»

Case Name: «casename»
MCS File #: «req»

Re: HIPAA Certification

Dear Provider:

On _____, _____, you were served with a subpoena seeking certain health information with respect to a party in the above proceeding (the "Subpoena"). The time has elapsed for the individual who is the subject of the information that has been requested to raise objections to the request. This letter provides you with satisfactory assurance that we have made reasonable efforts to ensure that the individual who is the subject of the requested information has been given notice of the request.

Therefore, we hereby direct you to comply with the Subpoena that has already been delivered to you, a copy of which is *not* enclosed. Please forward to us the information requested in the Subpoena as soon as possible, at the following address:

**The MCS Group, Inc., «Location_Address_1» «Location_Address_2», «Location_City»,
«Location_State» «Location_Zip»**

Certification: In compliance with the standard for the use and disclosure of protected health information ("PHI") for judicial and administrative proceedings under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), 45 CFR §164.512(e), we hereby certify that:

- 1) We have made a good faith attempt to provide written notice of the Subpoena to the individual who is the subject of the PHI;
- 2) The notice included sufficient information about the litigation or proceeding in which the PHI is requested to permit the individual to raise an objection to the court or administrative tribunal; and
- 3) The time for the individual to raise objections to the court or administrative tribunal has elapsed and all objections that were filed by the individual, if any, have been resolved by the court or administrative tribunal and the disclosures being sought are consistent with such resolution.

Please contact me at «repphone» x«repextension» if you have any questions regarding the request.

Sincerely,

«rep»
Customer Service Representative
The MCS Group, Inc.