

# Notice of Information Practices

## **THIS NOTICE CONTAINS IMPORTANT INFORMATION ABOUT AETNA'S PRIVACY PRACTICES.**

Aetna considers nonpublic personal information ("NPI") confidential and has policies and procedures in place to protect the information against unlawful use and disclosure. When necessary or appropriate for your care or treatment, the operation of our health plans, or other related activities, we use NPI internally, share it with our affiliates, and disclose it to health care providers (doctors, dentists, pharmacies, hospitals and other caregivers), payors (health care provider organizations, employers who sponsor self-funded health plans or who share responsibility for the payment of benefits, and others who may be financially responsible for payment for the services or benefits you receive under your plan), other insurers, third party administrators, vendors, consultants, government authorities, and their respective agents. These parties are required to keep NPI confidential as provided by applicable law. Participating network providers are also required to give you access to your medical records within a reasonable amount of time after you make a request.

To obtain a copy of our Notice of Information Practices, which describes in detail our practices concerning use and disclosure of NPI, please visit our Internet site at [www.aetna.com/about/information\\_practices.html](http://www.aetna.com/about/information_practices.html) or call our toll-free number.

Life and Disability Insurance 1-866-825-6944

We hope you find this information useful. If you no longer have coverage with Aetna Life Insurance Company, please disregard this notice.

