



NOTICE OF PRIVACY PRACTICES

Substance Use Disorder Treatment Records (42 CFR Part 2)

Effective Date: Client's Treatment Start Date

Notice Version: April 2026

This notice explains how your substance use disorder treatment information may be used and shared, your rights, and who to contact with questions.

You have the right to receive a paper or electronic copy of this notice and to discuss it with us.

Federal Confidentiality Protections

Apricity Recovery is required by federal law (42 CFR Part 2) to protect the confidentiality of records related to substance use disorder treatment. These records may not be shared unless:

- you give written consent, or
- federal law allows or requires the disclosure.

Uses and Disclosures Without Your Written Consent

Federal law allows Apricity to use or share your information **without your written consent** only in limited situations, including:

- medical emergencies,
- program audits, evaluations, or research where your identity is protected,
- public health reporting as required by law,
- reports of suspected abuse or neglect as required by Wisconsin law, and
- court-ordered disclosures that meet federal requirements.

Only the **minimum necessary information** is shared.

Corporate Mailing Address: 4764 Integrity Way, Suite 312. Appleton, WI 54913 • 920.722.2345

Locations

Contract Packaging: 3901 Spencer St. Appleton, WI 54914 • 920.722.2345

Contract Packaging: 3525 W. Wisconsin Ave. Milwaukee, WI 53208 • 414.263.1625

Casa Clare, Women's Facility: 201 S. Glenridge Ct. Appleton, WI 54914 • 920.731.3981

Mooring House, Men's Facility: 607 W. 7th St. Appleton, WI 54911 • 920.739.3235

Legal Name: Mooring Programs Inc, dba Apricity • 501-c3



Uses and Disclosures That Require Your Written Consent

In most situations, your **written consent is required**, including for disclosures related to:

- treatment by other providers,
- payment or billing, and
- health care operations.

You may give **one consent** that covers future disclosures for treatment, payment, and health care operations. We will not use or share your information for other purposes unless you give written permission.

You may revoke your consent **in writing at any time**, except to the extent we have already relied on it.

Court Protections

Your records, or testimony about them:

- may not be used against you in civil, criminal, administrative, or legislative proceedings without your written consent or a specific court order.
 - A subpoena alone is **not sufficient**; a qualifying court order is required.
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Your Rights

You have the right to:

- request limits on disclosures made with consent,
- restrict disclosure to your health plan for services you paid for in full,
- receive an accounting of disclosures as allowed by law,
- obtain a copy of this notice at any time, and
- discuss this notice with a designated staff member.

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Our Responsibilities

Apricity must:

- protect the privacy of your records,
- follow the terms of this notice,
- notify you of breaches of unsecured records, and
- provide an updated notice if our privacy practices change.

Changes may apply to records created before the change. Revised notices will be made available.

Complaints

If you believe your privacy rights have been violated, you may file a complaint with Apricity or with the U.S. Department of Health and Human Services.

You will not be retaliated against for filing a complaint.

Contact for Questions or Concerns

Jolie VerVoort

President of Residential Treatment

Apricity Recovery

(920) 731-3981

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