



HIPAA Privacy Notice Cover Letter

Federal privacy laws now require employer-sponsored group health plans to develop privacy policies and disclose them to Participants and retirees. You are receiving the enclosed notice because federal law requires employers to inform Participants and retirees about how their personal medical information may be used and disclosed in the course of administering group health plans.

The notice describes Curtiss-Wright privacy policies concerning the use and safeguarding of your personal health information. The notice also addresses Curtiss-Wright compliance procedures and responsibilities, as well as your rights to view your protected health information and make necessary corrections. Please read this notice and keep it for your records.

Why Is This Notice Required?

The Health Insurance Portability and Accountability Act (HIPAA) required the federal government to issue national standards to protect the privacy of personal health information. These standards allow Curtiss-Wright to use and disclose your personal health information for purposes of treatment, payment, and health care operations.

What Information Is Protected Under the Law?

Protected health information (PHI) is the information that Curtiss-Wright health plan creates and obtains in providing benefits to you. This may include information regarding your health status (including diagnosis, treatment, and claims payment) or the fact that you are enrolled in or have participated in Curtiss-Wright health plan.

Questions?

Depending on the nature of your question, please contact one of the following parties:

- Call your health plan or your health care provider (i.e., hospital, physician) for questions about your medical history or claims.
 - Contact Curtiss-Wright Privacy Officer with questions about the enclosed notice or concerns about the use of your protected health information.
 - Call Curtiss-Wright Benefits Service Center for questions about your enrollment or eligibility for Curtiss-Wright benefits plan
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For More Information



Online

MyCWBenefits.com
at curtisswright.benefitsnow.com



Phone

9 a.m. to 6 p.m., Eastern time, Monday through Friday
toll-free at 1-888-292-5584 (United States)
Generally, you'll have a shorter wait time if you call after Tuesday.



Fax

1-844-212-8561 (United States)
Cover letter not necessary



Mail

Curtiss-Wright Benefits Service Center
PO BOX 64052
The Woodlands, TX 77387-4052

Hablamos español: Para información de beneficios, llama al 1-888-292-5584.
