

NOTICE OF PRIVACY PRACTICES

This notice describes how medical information that we collect may be used and disclosed and how you can get access to this information. Please review it carefully. (Effective Date, January 11, 2010)

Royal Solutions Group LLC (Royal) is required by law to maintain the privacy of protected health information and to provide individuals with this notice of our legal duties and privacy practices. Royal is required to abide by the terms of this notice.

Who We Are

In business since 2008, Royal provides health information technology to the medical industry through its products and services.

Information We Collect

Royal collects information through its product, Royal Online Forms™, in order to serve our clients with HIPAA compliant electronic medical forms (EMF), subscriber reporting and statistical analysis. It is impossible to describe every type of information that we collect, but here are some examples: name, age, address, Social Security number, telephone number, occupation and other demographic information about patients, physicians and medical facilities. More specifically we also provide reporting on how many MRI, CT or others scans a specific radiology center completes in a timeframe, how many biopsies were performed in a timeframe and subscriber history.

How Royal May Use and Disclose Information

We use and disclose information in serving your health information technology needs and the evolution thereof. At any time, you may revoke the use or disclosure of protected health information by writing us.

Business Associates: Royal works with other established entities that perform functions on our behalf such as information technology specialists and hosting companies. It is never necessary for us to provide protected health information to one or more of these outside persons or organizations who assist us with our operations. However, in all cases, we still require these business associates to provide written assurances to us that they will appropriately safeguard the privacy of protected health information.

Permitted or Required by Law: Royal may release information when requested by law enforcement officials or when permitted or required by law. If you are involved in a lawsuit or dispute, Royal may need to disclose protected health information in response to a court or administrative order.

More Stringent Laws: Royal offers health information technology in many states across the nation. In some cases we may be required to follow the state law provisions on use and disclosure of protected health information, which may be more stringent than those outlined in this notice.

Our Security Safeguards

Royal has established safeguards to ensure the security and confidentiality of information. These safeguards include protection against any anticipated threats or hazards to the security or integrity of the information, as well as protection against the unauthorized access to or use of this information. We restrict access to your information to those employees "who need to know that information" to provide products or services to you or on your behalf.

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Rev 2.1

Your Rights Regarding Protected Health Information

You have the following rights regarding protected health information that we maintain:

Right to Access: You have the right to request to access, inspect or copy protected health information. Royal provides its Web Portal to provide 24/7 access to protected health information, except during announced downtimes.

Complaints: If you believe your privacy rights have been violated, you may file a complaint with Royal or with the Secretary of the Department of Health and Human Services. All complaints must be in writing. You will not be retaliated against for filing a complaint.

Changes to This Notice

We reserve the right to make changes to this notice and to make the revised or changed notice effective for protected health information we already have as well as any information we receive or create in the future. Any changes to this notice will be posted on our Web site, and if we make substantial material changes to the notice, we will distribute the revised notice to you via e-mail. You may view a copy of this notice at any time at our Web site www.royalsolutionsgroup.com or you may receive another copy of the notice, or receive further information about this notice, by emailing our Support Department.