



**America Direct Mail. Com**  
DIRECT MAIL • TELEMARKETING • PRINTING

### **Business Associate Statement of Healthcare Data Safeguards**

America Direct Mail .com and PharmDirectMail.com are direct mail production company hired to only data process your patient address list for your agreed patient outreach, education or related direct mail project. Under current HIPAA definitions, America Direct Mail .com may be defined as a “business associate” to your medical practice.

As per your request, your medical practice solicited our company to process your patient address list as it relates to your specific direct mail patient outreach, education or related project.

America Direct Mail.com maintains a number of safeguards to protect all patient address databases, including the specific database provided by your medical practice. All electronic data is internally housed on closed-end servers with restricted, passworded access. We maintain a high-level data security and firewall systems to greatly reduce any external threat.

If we receive hardcopies instead of electronic data, we will keep all hardcopies in our offices in secured and restricted areas only. Our facilities are protected with an alarm and video surveillance systems.

Upon completion of your direct mail project, all electronic patient data or hardcopies will be immediately destroy or returned to your office.

**We understand that all patient address databases provided by your medical practice are the sole property of your medical practice and can only be used for your expressed patient outreach, education or related direct mail projects.**