Baltimore County Public Schools

Confidential Memorandum

To: Kathleen J. Harmon, Benefits Manager, HIPAA Privacy Officer

1940G Greenspring Drive, Timonium, MD 21093

Re: Complaint Concerning Protected Health Information

I wish to file a formal complaint concerning the privacy of my protected health information. Specifically, my complaint is as follows:

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Employee's Printed Name _____

Employee's Signature _____

Employee's Extension _____

Employee's Department & Location_____

Date _____