

Business Associate Agreement Availability Notice

Summary: Coastal Medical Billing executes Business Associate Agreements (BAAs) with all covered entities it serves, as required by HIPAA and the HITECH Act, and makes BAAs available upon request.

Business Associate Agreement Availability Notice — Coastal Medical Billing

Effective Date: May 5, 2026

Last Revised: May 5, 2026

Our Obligation as a Business Associate

Coastal Medical Billing provides medical billing, coding, claims management, and related revenue cycle services to healthcare providers and other HIPAA-covered entities. In the course of providing these services, we may create, receive, maintain, or transmit protected health information (PHI) on behalf of our clients.

Under the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the Health Information Technology for Economic and Clinical Health (HITECH) Act of 2009, and the HIPAA Omnibus Rule of 2013, any entity that performs functions or activities involving the use or disclosure of PHI on behalf of a covered entity is classified as a **business associate** and is required to enter into a written Business Associate Agreement (BAA).

What a Business Associate Agreement Covers

A BAA executed between Coastal Medical Billing and a covered entity addresses, at a minimum:

- The permitted and required uses and disclosures of PHI by the business associate
- The business associate's obligation not to use or further disclose PHI other than as permitted or required by the agreement or by law
- The requirement to implement appropriate administrative, physical, and technical safeguards to protect PHI
- The obligation to report any breach of unsecured PHI to the covered entity
- The requirement to make PHI available to individuals exercising their right of access under HIPAA
- Terms for return or destruction of PHI upon termination of the agreement
- The business associate's obligation to ensure any subcontractors who handle PHI agree to the same restrictions

Direct Liability

Under the HITECH Act and the 2013 Omnibus Rule, business associates are directly liable for compliance with applicable HIPAA Security Rule requirements, certain HIPAA Privacy Rule provisions, and breach notification obligations. Coastal Medical Billing acknowledges and accepts these responsibilities.

How to Request a BAA

Covered entities seeking to engage Coastal Medical Billing for billing or related services, or existing clients who need a copy of their executed BAA or wish to discuss BAA terms, may contact:

Emilee Usry

Coastal Medical Billing
Phone: (912) 355-8188 | Toll-Free: 1-866-581-8246
Fax: (912) 356-6970
Email: eusry@coastmedbill.com
Mailing Address: P. O. Box 16118, Savannah, GA 31416

We will provide a BAA for review and execution prior to the commencement of any services involving PHI.

Important Note

This notice is provided for informational purposes. It does not constitute a BAA or create any contractual obligation. A BAA is effective only when fully executed by both parties.

Revision History

| Date | Version | Description |
|-------------|---------|---------------------|
| May 5, 2026 | 1.0 | Initial publication |