

EXHIBIT D

A. The following classes of employees at the Lab need to have access to PHI for performance of their work:

(Insert here the employees or groups of employees who need to have access to PHI. In many labs, this could include all company employees.)

B. The following information represents the PHI to which the classes of employees in item A above will have access:

- Patient's names.
- Patient addresses which include geographic subdivisions smaller than a state [including street address, city, county, precinct, certain zip codes . . . See § 164.514(b)(2) at Exhibit A hereto].
- All elements of dates (except for year) for dates related to the patient, including birth date, treatment date, and all elements of dates indicative of an age over 89.
- Telephone numbers.
- Fax numbers.
- E-mail addresses.
- Social security numbers.
- Medical record numbers.
- Health plan beneficiary numbers.
- Account numbers.
- Certificates/license numbers.
- Vehicle identifiers and serial numbers, including license plate numbers.

- Device identifiers and serial numbers.
- Web site URLs.
- Internet protocol (IP) address numbers.
- Biometric identifiers including finger and voice prints.
- Full face photographic images.
- Any other unique identifying number, characteristic or code.

C. The classes of employees in item A above may copy any portions of the PHI to which they have access that are necessary to complete the order specifications of the eyewear to be produced.