

Effective **February/1/2007**

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### **Our Commitment To Privacy**

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices when visiting [www.diabetesohio.org](http://www.diabetesohio.org) and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on our homepage and at every point where personally identifiable information may be requested. Please read below for more specific information on the types of information we collect and how we use it.

### **The Information We Collect and How It is Used:**

This notice applies to all information collected or submitted on the Central Ohio Diabetes Association website at [www.diabetesohio.org](http://www.diabetesohio.org). At our site, we do not collect personally identifiable information from individuals unless they provide it to us voluntarily and knowingly. This means we do not require you to register or provide information to us in order to view our site. Central Ohio Diabetes Association only gathers personally identifiable data such as names, addresses, zip/postal codes, email addresses, phone numbers and credit/debit card information, when voluntarily submitted by a visitor. For example, personally identifiable information is collected in order to process online transactions through our bookstore or on-line donations. This information is used solely by Central Ohio Diabetes Association or other entities who are involved in the operation of this site for internal purposes. We do not sell information you provide to us online to third parties.

### **The Way We Use Information:**

We use the information you provide about yourself when placing an order only to complete that order. We do not share this information with outside parties except to the extent necessary to complete that order.

We use the information you provide about someone else when placing an order only to ship the product and to confirm delivery. We do not share this information with outside parties except to the extent necessary to complete that order.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

You can register on our website if you would like to become a free member or a volunteer. When making an on-line donation, we require registration information but do allow you to opt out of receiving e-mail communication by un-checking the box: I wish to receive future email correspondence. We may use non-identifying and aggregate information to better design our website and to share with sponsors. For example, we may tell a sponsor that X number of

individuals visited a certain area on our website, but we would not disclose anything that could be used to identify those individuals.

Finally, we never use or share the personally identifiable information provided to us online in ways unrelated to the ones described above without also providing you an opportunity to opt-out or otherwise prohibit such unrelated uses.

### **Our Commitment To Data Security**

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online. Secured Sockets Layer (SSL) technology is utilized when transmitting sensitive information—such as credit card information submitted in order to make a donation. Look for a lock icon at the bottom of your browser when you order merchandise or make a donation on the Web. If the lock is closed, you are on a secure SSL or TLS connection.

### **Our Commitment To Children's Privacy:**

Protecting the privacy of the very young is especially important. For that reason, we never collect or maintain information at our website from those we actually know are under 13. The Children's Online Privacy Protection Act (COPPA) protects the personal information of children under the age of 13. This applies to individually identifiable information about a child that is collected online, such as full name, home address, email address, telephone number or any other information that would allow someone to identify or contact the child. The Act and Rule also cover other types of information—for example, hobbies, interests and information collected through cookies or other types of tracking mechanisms—when they are tied to individually identifiable information. It is important for you to understand this law; we encourage you to read more about COPPA.

### **How You Can Access Or Correct Your Information**

You can correct factual errors in your personally identifiable information by sending us a request that credibly shows error. To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections. You may opt out of receiving messages and notifications from Central Ohio Diabetes Association at any time by calling (614) 884-4400 or sending an e-mail with this request to: [coda@diabetesohio.org](mailto:coda@diabetesohio.org)

### **Changes to our Privacy Party**

We reserve the right to change Our Privacy Policy from time to time. If we make substantial changes we will notify you by posting a prominent announcement at our home page located at: [www.diabetesohio.org](http://www.diabetesohio.org)

### **How To Contact Us**

Should you have other questions or concerns about these privacy policies, please call us at (614) 884-4400 or send us an email at [coda@diabetesohio.org](mailto:coda@diabetesohio.org).

[HIPAA and PHI Privacy Policy link]