## Your Privacy is a Priority

For information about Hospice of the Piedmont's hospice services policy, including how patient medical information is used and disclosed, see our guide to <u>Your Rights and Responsibilities as a Hospice Patient</u>.

## **Our Commitment to Internet and Email Privacy**

Hospice of the Piedmont respects the privacy of each visitor to our website. Your privacy is a priority and we go to great lengths to protect it. This Internet and Email Privacy Policy explains our online information practices.

## **Data Collection**

Through our website, we offer online access to our services and communicate with you about important opportunities and events. We will not collect personal information from you when you visit our website unless you knowingly and voluntarily provide your information to us.

-*Making a donation*: When you make a donation online, we collect your name, other relevant contact information, and standard credit card data.

-Registering for a special event: When you register online for a special event, we may ask for your name and contact information. Depending upon the activity, we may also collect payment information, such as standard credit card data.

-Applying to work at Hospice of the Piedmont as a volunteer or employee: When you apply to be a Hospice of the Piedmont volunteer, we will ask you for contact information and we may ask for other data as well, depending on the volunteer activity. When you apply to be a Hospice of the Piedmont employee, we ask for a variety of types of data that are typical for employment applications, and we may also ask for your résumé.

### **How We Use Cookies**

We send "cookies" to your computer and use other technologies to enhance your online experience. A "cookie" is a small text file that helps us recognize repeat visitors and compile aggregate data that can lead to website improvements. A "cookie" can be either permanent (i.e., it remains on your computer until you delete it) or temporary (i.e., it lasts only until you close your browser). If you don't want information collected through the use of cookies, you can manage this using a simple procedure available in most browsers.

# Is My Credit Card Information Secure?

We work with third-party vendors who use a variety of safeguards to protect the security of your credit card transaction – such as encryption, network firewalls, physical security and other measures. These measures make it extremely difficult for anyone to intercept the credit card information you send to us.

You can make a financial donation online at *hopva.org/give*, or through the mail (by downloading <u>this</u> <u>mail-in donation form</u>) or by calling 1-800-975-5501.

### **How We Use Your Information**

Hospice of the Piedmont will not sell, trade, or share personal information about our financial donors with anyone else, nor will we send mailings to our financial donors on behalf of other organizations, unless a donor has given us specific permission to do so.

If you provide Hospice of the Piedmont with personal information when you visit our website, we may use the information in our programs and activities. We may enter your name into one of our databases so we can contact you to obtain your input, provide information about our programs and events, or request contributions.

On occasion, we may share information about you with vendors and service providers that assist us with our activities and programs. These vendors and service providers help us with functions such as managing data and processing donations. In addition, we make disclosures as required by law.

# We Care About Accuracy

Hospice of the Piedmont is committed to accuracy and precision in processing your contribution information. We employ a variety of error-checking procedures, and our systems are subject to independent audits to ensure the privacy, security, and accurate processing of your information. If you need to contact us to review your information or make corrections, please contact us at info@hopva.org.

# **Questions?**

If you have any questions about this Privacy Policy, email us at <u>webinfo@hopva.org</u>.

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