

## INFORMATION COLLECTION AND USE

**This document will convey to you what information we collect, how we collect it, and your choices. By visiting the Seneca Healthcare District website, you agree to the acceptance of the Information Collection and Use Statement. *Please review the following carefully before using the site.***

### *Information We Collect*

Seneca Healthcare District does not and will not collect any information about you when you visit our website. Visiting our website is completely anonymous. Should you choose to communicate with us, it will be on a voluntary basis. Any information you choose share with Seneca Healthcare District will always be stored securely.

### *How We Use the Information*

Seneca Healthcare District may use the information you have chosen to provide to process inquiries, payments, or to respond to your requests only. Only specific, authorized staff at Seneca Healthcare District will have access to the information you chose to submit. All staff is trained on patient privacy and confidentiality.

### *Data Security*

Seneca Healthcare District always ensures that every effort is made to secure your information. A 256-bit Secure Socket Layer encryption software securely wraps your information during transit and a robust firewall secures the information upon its arrival at Seneca Healthcare District. Encryption allows the data to be wrapped in a locked package that can only be unlocked once received by the intended recipient.

Seneca Healthcare District makes every effort to protect your personal information; however, the District cannot warrant the full security and you understand that you are transmitting the data at your own risk. You can always contact us by any of the phone numbers listed throughout our website in lieu of sending information through the website.

### *Cookies*

The Seneca Healthcare District website utilizes cookies to ascertain how many times our website has been accessed in order to determine the value and interest of the site. None of the cookies collect any personally identifiable information.

### *Login/Passwords*

The Seneca Healthcare District website has pages that require a login and password. You are expected to take reasonably sound steps to secure your login and password for those areas. Notify us immediately if you feel that your login and/or password information has been compromised by calling 530-258-3673.

### *Online Forms*

Online forms are intended for use in a general nature. For the protection of your privacy, **DO NOT USE THE ONLINE INQUIRY FORM TO REQUEST PERSONAL**

**HEALTH INFORMATION.** The request will not be processed and deleted immediately.

*Links to External Websites*

The Seneca Healthcare District website offers helpful links to their neighboring agencies. These links are for your information and the District makes no claims to any of the link out's privacy policies and/or practices. Ensure that if you choose to visit any of the linked sites that you read and understand that site's privacy policy.

*Seneca Healthcare District reserves the right to change or update this Information Collection and Use statement from time to time without notice, please review it periodically so that you may be informed of changes.*

*Version 6/20/14*