

# WEBSITE PRIVACY NOTICE



## **Privacy Statement**

Family Service League (FSL) strongly believes in protecting the privacy and integrity of Personally Identifiable Information (PII) gathered from visitors to our website. FSL collects no PII about its visitors unless visitors choose to provide that information to us. For example, when a visitor subscribes to our newsletter or submits a donation form. All information submitted by visitors is voluntary.

FSL has created this policy and posted it on its website to communicate our information collection and distribution practices. As we add features and services to our site and as laws regarding the use of the Internet develop, we may update this privacy policy.

## **What Information We Collect**

You are not required to share PII in order to use FSL's website. PII is information that can be linked to a specific individual, such as a name, address, phone number or email address. You can view FSL's website without telling us who you are and without revealing any PII.

We gather statistical data when you visit our website and PII when you make a donation to FSL online, and when you request additional information from us to be delivered electronically or via mail (such as a referral form for services or participation form for an FSL event) or sign up for our newsletter. We never collect PII without your express permission, and we never collect information beyond that which is absolutely necessary to take the requested action.

## **Children**

FSL's website is not directed to children. FSL has no knowledge that information provided voluntarily is from a child. FSL does not collect the types of PII, for example, date of birth or age, that would indicate a visitor is a child.

## **How We Use PII**

We use the PII you give us to process your requests for information and to process donations you make via secure credit card forms on our website. FSL's web host employs a variety of security measures designed to protect against the loss, misuse and alteration of the information under our control. Databases containing personal information are secured using high level encryption and complex passwords. Information is accessed only by approved FSL staff and contractors using established protocols and under close supervision.

When you make an online donation to FSL, we will acknowledge receipt of your donation for tax purposes electronically and/or via mail and include you on FSL's mailing list. If you subsequently change your mind about being on our mailing list, we will honor your removal request. To be removed please email [restorehope@fsl-li.org](mailto:restorehope@fsl-li.org).

## **Email You Send to FSL**

If you choose to correspond with FSL through email, we may retain the content of your email messages together with your email address and our responses. We provide the same protections for these electronic communications that we employ in the maintenance of information received by mail and telephone. Any email we receive is read only by those individuals who are essential to answering the question(s) presented. As a general rule, you should never send personal health, financial or other sensitive information via email.

## **Accumedic Webforms**

[Accumedic](#) is an [ONC-certified solution](#). ONC certified means that a health information technology (IT) system has been tested and verified by the Office of the National Coordinator for Health Information Technology (ONC) to meet specific standards for functionality, security, and interoperability, ensuring it can properly exchange patient data with other systems and comply with federal regulations related to healthcare data sharing. Essentially, it signifies that a health IT system has been certified to meet a high level of quality and capability for clinical use.

Intrinsically, the Accumedic "Referral Form" feature accessed from FSL's website fully complies with ONC requirements for trusted connections and encryption.

The forms are:

1. Hosted by the Accumedic platform and embedded on the customer's (FSL's) website. The form is loaded, and submissions to the form are transferred over an SSL/TLS connection ("https"); this ensures that the information is transferred in a secure and encrypted method from the visiting user's browser all the way to the Accumedic servers. The form submission data is then stored directly in the customer's Accumedic Electronic Health Record-EHR (encrypted SQL Server).
2. The form submission data is stored securely in the database; however, some form fields are stored in a browser cookie to assist users when re-accessing the form. The applicable fields are Practice Name, First Name, Last Name, Callback Number and Email Address.
3. A cookie is placed in the browser of the device submitting the form with the above listed fields being stored (Practice Name, First Name, Last Name, Callback Number and Email Address). This data is form submission related data and not patient health information.

These protocols reflect the shared commitment of Accumedic and Family Service League to maintaining the highest standards of security and privacy for patient data, adhering to all applicable regulations and best practices.

## **Disclosure To Third Parties**

Personally identifiable data can only be accessed by authorized FSL personnel and its agents. We preserve the confidentiality, security and integrity of that information. We never disclose personal information to third parties other than to the trusted vendors we engage to carry out specific tasks such as the processing of credit cards or to send bulk email correspondence. FSL will never sell your personal identifiable information.

## **Links**

As a convenience to our visitors, we may provide links to third-party websites. Linked sites are not under FSL's control, and we make no representation and are not responsible for the quality, suitability, functionality, or legality of any sites to which we may provide links. You may check the privacy policy of any website you visit for additional information.

## **Cookies**

When you visit FSL's website, Cookies are used to collect statistical data. Upon visiting FSL's website you will be prompted to choose your Cookie preferences.

## **How To Review or Correct Information You Have Provided**

You may review the information we have about you, correct and/or change any or all of that information by contacting us via [restorehope@fsl-li.org](mailto:restorehope@fsl-li.org) via phone at (631)470-6771 or via U.S. mail at 790 Park Ave, Huntington, NY 11743.

## **How To Contact Us About Privacy**

If you have any questions about our privacy policy, the information we have collected from you online, the practices of this site or your interaction with this website, please email us [restorehope@fsl-li.org](mailto:restorehope@fsl-li.org)