



Policy Name:	Privacy Policy				
Approval Authority:	Henry Silverman	Adopted:	June 2018	Reviewed:	

Policy Statement: Ethics Consultation Services, LLC (ECS, LLC) has created this privacy statement to demonstrate our firm commitment to protect your privacy and to fully disclose what information we collect and how we use it.

Reason for the Policy: To disclose to all individuals who interact with ECS, LLC some or all of the ways that we gather, use, disclose, and manage an individual's data. It fulfills a legal requirement to protect an individual's **privacy**.

Who Should Read This Policy: All individuals who interact with ECS, LLC and has or will share their information.

The Policy

Information Collection and Dissemination

General Principles

- In general, you may visit our online sites without identifying yourself or revealing any Personal Information.
- As you browse our sites, IP address of your computer and other standard tracking data are used to evaluate digital traffic and usage patterns. Such information is aggregated with tracking data from all or our visitors.
- If you register on our online sites, you will be required to give us personally identifiable information such as your name, job title, institution, physical mailing address, e-mail address, telephone and fax numbers (Personal Information) and, if applicable, financial information such as your credit card information (Financial Information), for, without limitation, (i) registration for attendance at certain ECS, LLC workshops and (ii) subscriptions to our publications.
- If you communicate with us by e-mail, post messages to any of our forums or chat groups, bulletin boards, or otherwise complete online forms, surveys or contest entries, any information provided in such communications may be collected as Personal Information.
- If you elect to provide us with Personal Information, we use it primarily to deliver the service you requested. In order to deliver our services we may append information provided to us by third parties to help us provide you with a more relevant user experience.



- Other uses of Personal Information are described elsewhere in this Policy.
- If you submit Financial Information, we use that information primarily to verify your credit and collect payments for your orders and registrations.
- ECS, LLC uses a third party to process credit card transactions and does not store financial information, such as credit card information on its websites. For some transactions, we will retain the last four digits of the credit card number solely for customer service purposes.

Information usage

We will use your information for the following purposes:

- to provide you with the services you have requested and to communicate with you about those services
- to design additional services for customers' use
- invite you to share your opinions and comments
- to conduct surveys and/or market research
- purposes related to any of the above or as described elsewhere in this Privacy Policy

Information Sharing

Except as otherwise provided in this Privacy Policy, we will keep your Personal Information and your Financial Information private and will not share it with third parties, unless such disclosure is necessary to (a) comply with a court order or other legal process; (b) protect our rights or property; or (c) enforce our terms of service.

ECS, LLC will share user data with the accredited provider(s) of CME/CE activities in which users participate, and/or medical education and communications companies who assisted in the development of CME/CE activities in which users participate.

Updating Information:

You have the option of accessing, correcting, updating and modifying your Personal and/or Financial Information, or visitor profile, at any time and as often as desired. If you desire to delete your Personal and/or Financial Information, please contact us at hsilverm@comcast.net

Cookies

A "cookie" is a bit of data sent by a website through the browser to the computer of the user visiting the site, and enables the site to return the results the browser expects. Haymarket uses temporary, session-specific cookies to ensure visits to its website are smooth and customized for the visitor. Such cookies allow us to provide a visitor's browser with information tailored to the visitor's preferences



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and needs. Haymarket also uses permanent or persistent cookies that remain on a visitor's computer after the visitor leaves a Haymarket website.

If you do not want your browser to accept cookies, you can turn off the cookie acceptance option in the browser's settings. However, disabling the cookie support function of the browser will prevent our website from functioning properly and you may not be able to utilize fully all of the site's features and information.

Security and Encryption

This Digital Offering takes commercially reasonable precautions to protect your information. When appropriate, we use SSL encryption technology on our offerings and a secure server to encrypt information transmitted between your browsers and our server. As a result, data you submit to us, such as credit card and payment information is transmitted using commercially reasonable security over the Internet.

Notification of Changes

ECS, LLC reserves the right, at any time and without notice, to add to, change, update or modify this Privacy Policy, simply by posting such change, update or modification on our websites. Any such change, update or modification will be effective immediately upon posting on the website.

Please check back often to review the latest version of our Privacy Policy.

Your Acceptance of these Terms

By using our services, you signify your acceptance of the terms of the ECS, LLC Privacy Policy and our practices in relation to the collection, use and disclosure of the information you provide.

Questions?

If you have any questions on our Privacy Policy, or questions about our handling of your Personal and/or Financial Information, you can contact us at hsilverm@comcast.net.