# **Privacy Policy**

This privacy policy has been compiled to better serve those who are concerned with how their 'Personally identifiable information' (PII) is being used online. PII, as used in US privacy law and information security, is information that can be used on its own or with other information to identify, contact, or locate a single person, or to identify an individual in context. Please read our privacy policy carefully to get a clear understanding of how we collect, use, protect or otherwise handle your Personally Identifiable Information in accordance with our web application.

### What personal information do we collect from the people that visit our web application?

When registering an account for our application, as appropriate, you may be asked to enter your name, email address, or other details to help you with your experience.

### When do we collect information?

We collect information from you when you register on our application, account information is supplied by our client, or enter information on our application.

## How do we use your information?

We may use the information we collect from you when you register, add information, browse the application, or use certain other application features in the following ways:

- · To personalize user's experience and to allow us to deliver the type of content and analyses in which you are most interested.
- To access and process your analyses and data.
- To send periodic emails regarding your account or other notifications.

# How do we protect visitor information?

Our application is scanned on a regular basis for security holes and known vulnerabilities in order to make your visit to our application as safe as possible. We use regular Malware Scanning. Your personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems, and are required to keep the information confidential. In addition, all sensitive/credit information you supply is encrypted via Secure Socket Layer (SSL) technology. We implement a variety of security measures when a user enters, submits, or accesses their information to maintain the safety of your personal information.

### Do we use 'cookies'?

Yes. Cookies are small files that an application or its service provider transfers to your computer's hard drive through your Web browser (if you allow) that enables the application's or service provider's systems to recognize your browser and capture and remember certain information. For instance, we use cookies to help us authenticate you to the application, remember, and process your requests. They are also used to help us understand your preferences based on previous or current application activity, which enables us to provide you with improved services. We also use cookies to help us compile aggregate data about application traffic and application interaction so that we can offer better application experiences and tools in the future.

### We use cookies to:

- · Authenticate the user on the system.
- · Understand and save user's preferences for future visits.

You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser (like Chrome) settings. Each browser is a little different, so look at your browser's Help menu to learn the correct way to modify your cookies.

#### If users disable cookies in their browser:

If you disable cookies off, you will be unable to log into the system and our services will not function properly.

# **Third Party Disclosure**

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information.

# Third party links

Occasionally, at our discretion, we may include or offer third party information on our web application. These third party applications have separate and independent privacy policies. We therefore have no responsibility or liability for the content and activities of these linked applications. Nonetheless, we seek to protect the integrity of our application and welcome any feedback about these applications.

### **Fair Information Practices**

The Fair Information Practices Principles form the backbone of privacy law in the United States and the concepts they include have played a significant role in the development of data protection laws around the globe. Understanding the Fair Information Practice Principles and how they should be implemented is critical to comply with the various privacy laws that protect personal information. Should a data breach occur we will notify the users via email within 7 business days.

We also agree to the individual redress principle, which requires that individuals have a right to pursue legally enforceable rights against data collectors and processors who fail to adhere to the law. This principle requires not only that individuals have enforceable rights against data users, but also that individuals have recourse to courts or a government agency to investigate and/or prosecute noncompliance by data processors.

### **CAN SPAM Act**

The CAN-SPAM Act is a law that sets the rules for commercial email, establishes requirements for commercial messages, gives recipients the right to have emails stopped from being sent to them, and spells out tough penalties for violations.

### We collect your email address in order to:

- · Perform such actions as a password reset.
- Notify you of new features, changes, and problems affecting your account and data.

### To be in accordance with CANSPAM we agree to the following:

If at any time you would like to unsubscribe from receiving future emails, you can email us at help@artemishealth.com and we will promptly remove you from ALL correspondence. If there are any questions regarding this privacy policy, you may contact us at the same address, help@artemishealth.com.

#### **Control Info**

Owner: Tanner Nilsson

Date	Summary of changes made	Changes made by (Name)
02/01/2014	Initial Creation	M. Clay Johns
07/02/2015	Annual Review – No change	M. Clay Johns
10/27/2016	Annual Review – No change	M. Clay Johns
12/19/2017	Annual Review – Updated contact info and other minor edits	Tanner Nilsson