



OREGON HEALTH CARE INTERPRETERS ASSOCIATION Privacy Policy

Introduction

Oregon Health Care Interpreters Association - OHCIA ("**OHCIA**") respect your privacy and are committed to protecting it through our compliance with this policy.

This policy describes the types of information we may collect from you or that you may provide when you visit the website [www.ohcia.org] (our "**Website**") and our practices for collecting, using, maintaining, protecting, and disclosing that information. Our website consist of: (1) publicly available portions which provide information about OHCIA and its mission and services and (2) the Pacific Interpreter HUB Portal (our "**Portal**"), which is only available to registered members, who registered and pay for our membership.

Please read this policy carefully to understand our policies and practices regarding your information and how we will treat it. If you do not agree with our policies and practices, your choice is not to use our Website including Portal. By accessing or using this Website including portal, you agree to this privacy policy. This policy may change from time to time (see Changes to Our Privacy Policy). Your continued use of this Website including Portal after we make changes is deemed to be acceptance of those changes.

Information We Collect About You and How We Collect It

We collect several types of information from and about users of our Website and members of our Portal, including information:

- by which you may be personally identified, such as name, postal address, e-mail address, telephone number or any other information the Website collects that is defined as personal or personally identifiable information under an applicable law ("**personal information**");
- that is about you but individually does not identify you, and/or about your internet connection, the equipment you use to access our Website and usage details.

We collect this information:

- Directly from you when you provide it to us.

Information You Provide to Us. The information we collect on or through our Website may include:

- Information that you provide by filling in forms on our Website. This includes information provided at the time of registering to become a member of the Portal, as well as signing up for classes on our Website.
- Details of transactions you carry out through our Website.
- Information on your usage of the website.

How We Use Your Information

We use information that we collect about you or that you provide to us, including any personal information:

- To present our Website and its contents to you.
- To provide you with information, products, or services that you request from us.
- To fulfill any other purpose for which you provide it.
- To notify you about changes to our Website or any products or services we offer or provide through it.
- In any other way we may describe when you provide the information.
- For any other purpose with your consent.

Disclosure of Your Information

We may disclose aggregated information about our users [, and information that does not identify any individual,] without restriction.

We may disclose personal information that we collect or you provide as described in this privacy policy:

- To contractors, service providers, and other third parties we use to support our business and who are bound by contractual obligations to keep personal information confidential and use it only for the purposes for which we disclose it to them.
- To a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of Oregon Health Care Interpreter Association - OHCIA's assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by OHCIA about our Website users is among the assets transferred.
- To fulfill the purpose for which you provide it.
- For any other purpose disclosed by us when you provide the information.
- With your consent.

We may also disclose your personal information:

- To comply with any court order, law, or legal process, including to respond to any government or regulatory request.
- To enforce or apply our terms of use.
- If we believe disclosure is necessary or appropriate to protect the rights, property, or safety of OHCIA, our customers, or others.

Accessing and Correcting Your Information

You can review and change your personal information by logging into the Website including Portal and visiting your profile page.

Your California Privacy Rights

California Civil Code Section § 1798.83 permits users of our Website that are California residents to request certain information regarding our disclosure of personal information to third parties for their direct marketing purposes. To make such a request, please send an email to interpreterhub@ohcia.org or write us at: 9220 SW Barbur Blvd Suite 119-315, Portland, OR 97219.

Data Security

We have implemented measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration, and disclosure. All information you provide to us is stored in AWS (Amazon Web Services), behind data encryption using MD5.

The safety and security of your information also depends on you. Where we have given you (or where you have chosen) a password for access to certain parts of our Website, you are responsible for keeping this password confidential. We ask you not to share your password with anyone.

Unfortunately, the transmission of information via the internet is not completely secure. Although we do our best to protect your personal information, we cannot guarantee the security of your personal information transmitted to our Website. Any transmission of personal information is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained on the Website.]

Changes to Our Privacy Policy

It is our policy to post any changes we make to our privacy policy on this page with a notice that the privacy policy has been updated on the Website home page. If we make material changes to how we treat our users' personal information, we will notify you by email to the email address specified in your account and through a notice on the Website home page. You are responsible for ensuring we have an up-to-date active and deliverable email address for you, and for periodically visiting our Website and this privacy policy to check for any changes.

Children Under the Age of 13

Our Website is not intended for children under 13 years of age. No one under age 13 may provide any [personal] information to [or on] the Website. We do not knowingly collect personal information from children under 13. If you are under 13, do not [use or provide any information on this Website or on or through any of its features/register on the Website, use any of the interactive or public comment features of this Website or provide any information about yourself to us, including your name, address, telephone number, email address, or any screen name or user name you may use]. If we learn we have collected or received personal information from a child under 13 without verification of parental consent, we will delete that information. If you believe we might have any information from or about a child under 13, please contact us at interpreterhub@ohcia.org

Contact Information

To ask questions or comment about this privacy policy and our privacy practices, contact us at:

ADDRESS: 9220 SW Barbur Blvd Suite 119-315, Portland, OR 97219

EMAIL ADDRESS: interpreterhub@ohcia.org