Website Privacy Policy

Volunteer Hospice of Clallam County (VHOCC) values our relationship with you, so we respect and are committed to protecting your privacy. Therefore, any personal information collected on this website will be kept in the strictest confidence and never knowingly released – either shared, traded, or sold – to any third-party individual or organization. By accessing or using our website, you agree to be bound by this Privacy Policy as posted at the time of your access or use.

Data Collection & Usage

When you voluntarily provide information through one of the contact forms listed below, VHOCC uses your information to respond to your interest(s). We may also use it to alert you to opportunities we think you and/or your organization may be interested in.

The bulleted points below the forms note the specific uses of information related to the form used to contact us. To see what information is collected, visit the actual online forms by clicking on a link.

Internal Online Forms

Contact Us Form

- Follow up with you regarding your inquiry.
- Contact you about programs, services, or training we provide.
- Add you to our communications distribution list. Please advise us if you would rather not be added.
- Provide information about our online donation portal (if requested).
- Connect you with volunteer and/or staff (if requested).

Donations Form

This is a secure transaction. Your information is being collected by Qgiv on behalf of VHOCC. Qgiv does not share or sell information to third parties. For a detailed review of the Qgiv privacy statement, refer to <u>Qgiv's Privacy Policy</u>.

- Identify online donors and receive payment in the amount of their gift(s)
- Acknowledge donors of our receipt and appreciation for their donation. Donor names may be listed in organizational materials. Please advise us if you would rather not be recognized in this way.
- Add you to our communications distribution list. Please advise us if you would rather not be added.

Newsletter Subscription Form

- Add you to our e-newsletter distribution list.
- Contact you about programs, services, or training we provide.
- Contact you about opportunities to contribute to VHOCC's mission.

Volunteer Application Form

- Evaluate your application for fit with VHOCC service needs.
- Contact you to schedule training.
- Contact you to assign volunteer activities/roles.
- Add you to our communications distribution list. Please advise us if you would rather not be added.

In addition to the above forms, VHOCC utilizes VOIP communication systems provided by Astound Broadband. Astound does not actively monitor the content of any online communication (electronic mail (e-mail), chat

conversations, instant messages, mobile communications, text messages, or web postings), but may use an automated system to randomly audit such transmittals to protect their network from viruses, worms, and excessive spam. For a detailed review of the Astound privacy policy, refer to the <u>Astound website</u>.

As a means to improve our website, we also use Google Analytics anonymous tracking features to monitor website activity. No personally identifiable information is collected in this process.

Information Safeguards

Information gathered from the forms listed above is safeguarded by being stored in password-protected databases, including our CRM, EMR, and/or financial records. Passwords are revoked when staff leave VHOCC. All staff are expected to protect the privacy of our patients, families, volunteers, donors, applicants, and listed providers, and trainers.

External Weblinks

Our Privacy Policy applies only to the use of VHOCC's website. The site contains links to many external websites. However, we are not responsible for the privacy practices of those sites, and links to other sites do not imply an endorsement of the policies of those sites or actions of the websites' owner(s). You should read the privacy policies of each site you visit to determine what information they may be collecting from you, how it's used, etc.

Privacy Policy Changes

This Privacy Policy may be changed or updated at any time. If we make changes, we will post those changes here and note the date on which the privacy policy was updated.

Contacting Us

If you have any questions or concerns about our website privacy policy or related practices, or you want to review, modify, or delete any personal and/or organizational information we have, please contact us at <u>office@vhocc.org</u> with a description of your issue and complete contact information.

When you contact us about reviewing your information and/or making any changes to it, you may be required to provide us with some details to verify your identity. Depending on the request, we may also need to do additional verification checking before proceeding.

Thank you for visiting our website.

Last updated: Oct 2024