



CHILD GUIDANCE CENTER

Online Privacy Policy

Child Guidance Center (CGC) is committed to protecting your online privacy, and providing a safe online experience for all of its users. This Online Privacy Policy applies to information collected online when visiting our website, childguidancecenter.com, and governs online data collection and usage at this site. Please review the information below and contact us if you have any questions.

Your information

CGC respects your concerns about privacy. This Online Privacy Policy describes the types of personal information we collect, how we may use that information, and with whom we may share it. It also describes the measures we take to protect the security of the information and informs you how you can update your contact information, remove your name from our mailing list, or ask any questions you may have about our privacy practices.

Types of information CGC collects, and how we use that information.

Visitors can view our site without registering or providing personal information, but we do collect personal information in order to make certain features and options available. We also collect personal information when it is voluntarily provided, for instance when you fill out a form, or are making a donation. To process your requests we may ask for first and last name, mailing address, phone number, and an email address. In addition, online donations will require credit card or bank information.

We use the personal information we collect to fulfill your requests. For instance, if you request information or wish to donate to CGC, we will use the information you provide to send you information or process your donation. We also use collected information to evaluate and administer our service, respond to any problems that may arise, and to gauge user trends to determine what features are of most interest to our visitors. If you contact us via our website, we may ask you for information such as your name, address and email address so we can respond to your questions or comments.

We may at times produce reports containing aggregate information about our users derived from your IP address, computer operating system, browser, navigation path, Internet domain and other online usage information. This allows us to provide information and features that are most relevant to our users. We do not include personally identifiable information in these reports.

You may provide us with survey information we request to help us learn more about your preferences. We maintain the information you provide to us in our database in order to provide you with the information or services you have requested.

CGC'S use of the information we obtain and third parties.

CGC does not sell, rent, trade, or share your personal information with third parties, other than with our agents who provide technical support for our website or help process requests and donations. If you do not want your information to be shared in this manner, you may automatically remove your name by using the Unsubscribe features included in our email distributions.

CGC reserves the right to use or disclose any information you supply without notice or consent as needed to satisfy any law, regulation or other legal requirement; to conduct investigations of complaints or possible breaches of law; to protect the integrity of our site and our property; to protect the safety of our visitors or others; to fulfill your requests; or to cooperate in any legal investigation.

CGC protects personal information

The security of personal information is a high priority for CGC. We maintain online safeguards to protect against unauthorized disclosure, use, alteration, and destruction of the personal information in our possession. To protect the security of your credit card information, we use the industry standard for Internet security — Secure Socket Layer (SSL) technology. This Internet encryption standard scrambles data as it travels from your computer to our server.

CGC personnel are made aware of these online privacy practices, and we limit access to personal information to those employees with a specific need to retrieve this information. We may give other companies access to our information database, but only if necessary to allow them to provide technical or fulfillment services to us.

We also give other companies access to the information necessary to process your donation. Our technical and fulfillment agents must agree to use personal information only to process or fulfill your requests or to service our site.

Updates of your information

At any time you can review, update, correct, modify, or delete any personal information you may have provided to us, or you may ask questions about our privacy policy or other matters. You may email us at info@cgcinc.org. For any requested data changes, please email us from the email address we would have on file so we can verify ownership. Users can opt out of various CGC emailings at any time by clicking on the unsubscribe links contained in the communications.

Updates of the CGC Online Privacy Policy

CGC services, communications, and programs will change over time. This Online Privacy Policy will be updated periodically to reflect those changes and corresponding changes in our information practices. Whenever we revise this Online Privacy Policy, we will change the date on the notice to indicate when the revisions were made. We reserve the right to change our information practices and the terms of this policy, and to apply the changed practices to all information we have about you. We recommend that you check the policy when you visit our site to be sure you are aware of and understand our current policy. If we make material changes to this policy or in how we will use or collect your personally identifiable information, we will prominently post such changes prior to implementing the change. We will not make retroactive changes in how we handle previously collected personal information unless legally required to do so.

Links to other websites

The CGC website may contain links to other websites that operate independently of CGC and are not under its control. We provide links to those sites solely for your convenience and information. Those sites have their own privacy notices, which we suggest you review if you visit any linked sites. CGC is not responsible for information that is provided by those sites or for any other use of the sites.

Links to CGC website

CGC welcomes links to our website, subject to the following provisions: use of CGC material is subject to all restrictions appearing on our website; no endorsement of your site is created by your link, and is not to be inferred; and our website content is copyrighted and may not be posted into your website.

Users can opt out of various CGC emailings at any time by clicking on the unsubscribe links contained in the communications.

Medical information

Please see the CGC Privacy Policy for Protected Health Information for additional information about the privacy of your medical information.

This Online Privacy Policy is effective as of November 1, 2016.