# Privacy Policy Effective Date: 09/02/2025

At ABC of NC, your privacy is important to us. We take it seriously and are committed to protecting your personal information. This Privacy Policy explains how we collect, use, share, and safeguard your information. It applies to all individuals who access our website, <a href="www.abcofnc.org">www.abcofnc.org</a>, and/or utilize our electronic health records management software. By accessing or using our website, you agree to the terms outlined in this policy.

**Information We Collect:** We may collect the following types of information:

- 1. Personal Information Information that identifies you as an individual, such as:
  - Name (first and/or last)
  - Email address
  - o Phone number
  - Mailing address
  - Payment information (if applicable)
- 2. Non-Personal Information Information that does not identify you personally, including:
  - Browser type
  - o IP address
  - Device information
  - Usage data and analytics
- 3. Cookies and Tracking Technologies We may use cookies, web beacons, and similar technologies to enhance your user experience. You can manage or disable cookies through your browser settings.

**How We Use Your Information:** The information we collect may be used to:

- 1. Provide, maintain, and improve our services
- 2. Communicate with you
- 3. Process transactions
- 4. Send updates, newsletters, or other communications
- 5. Monitor and analyze usage trends
- 6. Comply with legal obligations

Sharing Your Information: We do not sell your personal information. We may share data with:

- 1. Service Providers and Partners Such as payment processors, auditors, and technology providers who support our operations
- 2. Legal Authorities If required to comply with applicable laws or legal processes

#### **Data Security**

We implement reasonable administrative, technical, and physical safeguards to protect your information. However, no method of transmission or storage is completely secure. By using our services, you acknowledge that ABC of NC is not liable for any data breach that may occur when accessing our services, including our website.

### **Your Rights and Choices**

You have the right to:

- 1. Access and update your personal information
- 2. Request deletion of your personal information (excluding electronic health records, which are subject to legal and clinical retention requirements)
- 3. Opt out of receiving emails at any time
- 4. Disable cookies through your browser settings

To exercise these rights, please contact: Dasheka Gray, Client Relations Coordinator Email: Dasheka.gray@abcofnc.org

#### **Children's Privacy**

We do not knowingly collect personal information from minors. If we become aware that such data have been collected, we will take appropriate steps to delete it promptly.

## **Third-Party Links**

Our website may contain links to third-party websites. We are not responsible for the privacy practices of those sites and encourage you to review their respective privacy policies.

## **Changes to This Policy**

We may update this Privacy Policy from time to time. Any changes will be posted on this page with the updated effective date. We encourage you to review this policy periodically to stay informed.

**Contact Us:** If you have any questions or concerns about this Privacy Policy, please contact:

Leigh Ellen Spencer, Director of Operations

Phone: 336-251-1180 ext. 179

Address: ABC of NC 905 Friedberg Church Road Winston-Salem, NC 27127