



PRIVACY POLICY

POLICY STATEMENT

The Maryland Academy of Family Physicians (MDAFP) is committed to protecting the privacy of its members. The MDAFP maintains safeguards to store and secure information it has about members. The safeguards may be physical, electronic or procedural. This document describes how the MDAFP collects data from its website and how the MDAFP uses this information.

WHAT INFORMATION DOES THE MDAFP COLLECT?

It is in the MDAFP's general policy to collect only personal information that the member or visitor knowingly chooses to provide. The following information is collected from all visitors to the MDAFP website and is recorded in a log file:

- Time and date of the visit
- The Internet address of the computer
- The browser and operating system used
- The page that is viewed
- The previous page that was visited

FROM GENERAL USERS:

The MDAFP does not collect any personal identifying information from users who are browsing the public areas of MDAFP websites other than those data items mentioned above. Users to the public areas of MDAFP websites browse anonymously. The MDAFP does not review the use of publicly accessible MDAFP websites by individual users unless this information will assist MDAFP staff in troubleshooting individual problems. The MDAFP will also review this information if a user's account is associated with:

- Attempts to violate security of MDAFP computer networks
- Activity that degrades the performance of the Academy website
- Activity that might be related to copyright violations

FROM MDAFP MEMBERS, MEETING REGISTRANTS AND OTHERS:

If a member has logged into a password-protected area of a MDAFP website, the user's name and member ID number are recorded. In the course of using MDAFP website the member may be asked to provide personal information in order to participate in MDAFP activities, or otherwise interact with the MDAFP. In addition, the member may be asked to update their member contact information.

Important note for MDAFP members: The MDAFP maintains a membership database independent of its web operations. The information from this database is drawn from membership applications, dues payment forms, CME reporting, member surveys and other correspondence between the MDAFP and its members.

If a non-member registers for a meeting from the MDAFP's website the user's name, address and other personal identifying information are recorded. In some instances, demographic information is collected and recorded.

Credit Card information: The MDAFP does not disclose credit card account information or activity provided by its customers. When members and customers choose to pay using their credit cards, the MDAFP submits this information encrypted to obtain payment from the appropriate clearing house. Credit card numbers are not stored in MDAFP databases.

HOW DOES THE MDAFP USE DATA COLLECTED?

The MDAFP uses the data it collects from its websites to better serve members and visitors to the MDAFP websites. The MDAFP uses information submitted on the MDAFP websites by members and other customers in the following ways:

MDAFP services and products: The MDAFP uses data collected to improve its web content, to respond to visitor needs and preferences and to develop new products and services.

Disclosure to third parties: The MDAFP does not make member contact information available to third parties.

On occasion, the MDAFP may also provide limited data to third parties that offer CME, products or services deemed of interest to the clinical or socioeconomic practice of medicine. These limited data do not include phone numbers, fax numbers, or e-mail addresses.

The MDAFP Board may release email addresses to the Research Committee based on appropriate criteria.

Disclosure required by law or emergency circumstances: The MDAFP may release personal information to third parties in order to comply with valid legal requirements such as a law, regulation, search warrant, subpoena or court order. In the event that the MDAFP is legally required to disclose your personal information to a third party, the MDAFP will notify you unless doing so would violate the law or court order.

For privacy questions or concerns about one of the MDAFP website, please contact info@mdafp.org.