

## **Privacy Policy**

The Association of Military surgeons of the United States, also known as AMSUS, the Society of Federal Health Professionals (“AMSUS”, “we,” “us” and “our”) respects individual privacy and values the confidence of our members and visitors of this website. This Privacy Policy sets out the privacy principles that we follow with respect to the collection, use, and disclosure of information that you may provide through AMSUS’ website, [www.amsus.org](http://www.amsus.org) and [www.amsusmeetings.org](http://www.amsusmeetings.org) (collectively referred as the “website”). Please read this entire Privacy Policy before using AMSUS’ website or submitting information to AMSUS through this website. By using the AMSUS website, you consent to the practices described in this Privacy Policy.

If you have questions or complaints regarding our Privacy Policy or practices, please contact us by any of the methods described below. If you do not agree with our policies, your choice is to not use the AMSUS website or provide AMSUS with your information.

### **COLLECTED INFORMATION**

It is AMSUS’s general policy not to collect user’s personally identifiable information from the website. However, when users join AMSUS as members, create a visitor account, donate to AMSUS, subscribe to AMSUS publications, access AMSUS online store, register to attend AMSUS events, or otherwise contact AMSUS by email or the website’s designated contact section, in order for AMSUS to respond, users may be asked to provide personal information from which you can be identified, such as your name, date of birth, postal and e-mail address, phone number, and credit card information. AMSUS only collects personally identifiable information you voluntarily submit to AMSUS.

When you terminate your membership, subscription, or AMSUS website account access, AMSUS may continue to share information about you according to our legal and regulatory requirements. We will use the information you provide us solely for the purpose of providing you with information that AMSUS believes may be of interest to you, providing you with information and materials you have requested, administering our relationship with you, and for internal business purposes such as AMSUS research and development projects.

### **SHARING AND DISCLOSING INFORMATION**

We will share your personal information with third parties only in the ways that are described in this Privacy Policy.

**AMSUS Membership List:** AMSUS contracts with a third party marketing vendor, which makes AMSUS’ membership list available to organizations whose products and services may be of interest to our members. AMSUS members may opt-out of being included on the foregoing membership list.

**AMSUS Conference and Meeting Attendee List:** the list of conference and meeting registrants is provided for one-time use to authorized exhibitors for that one conference/meeting. Attendees may opt-out of being included on the foregoing list at the time of registration.

**AMSUS Agents:** your personal information may be used within AMSUS or by a company acting as an agent of AMSUS for operational support purposes, including but not limited to event registration, system maintenance, and mail processing. AMSUS may also use this information internally for performing marketing studies, research projects, and program development in support of AMSUS mission purposes.

AMSUS does not otherwise share your personal information with third parties for their promotional use or for marketing purposes.

Credit Card Information: AMSUS does not disclose credit card account information provided through the Website. When users choose to pay using their credit cards, AMSUS submits the information needed to the appropriate clearinghouse through secure sites to conduct the transactions.

Notwithstanding the foregoing, AMSUS may disclose your personal information as required by law or as needed in legal proceedings when AMSUS believes in good faith that disclosure is necessary to protect our rights, protect your safety or the safety of others, investigate fraud, or respond to a government request.

In addition, in the event of a merger, acquisition, or any form of sale of some or all of our assets to a third party, we may also disclose your personal information to the third parties concerned or their professional advisors. In the event of such a transaction, the personal information held by AMSUS will be among the assets transferred to the buyer.

### **Cookies and Web Beacons**

In order to help enhance the performance and functionality of the Site, we utilize session, persistent and third-party “cookies” that store a small piece of data on users’ computers and collect certain information about the users’ visit to our Site. We also use cookies to understand users’ browsing and buying activities so that we can measure the success of online advertising campaigns we run on the Site. Our Site also uses web beacons (either directly or from our partners), along with cookies, to determine if a user has visited a particular website. These beacons aid in providing more relevant advertising to the user, as well measuring the success of an advertising campaign, but provide no personally identifiable information.

Cookies are small text files that web servers typically send to users’ computer when they visit a website. Cookies are stored as text files on users’ hard drive, and can be accessed by web servers when the user visits a website or views an advertisement. A session cookie is a cookie that stores information as a user is using the Site but is deleted once the browser session is finished. A persistent cookie is a cookie that stores information as a user utilizes the Site and stores and uses that information in connection with future visits of the user to the Site. Third-party cookies and/or web beacons are cookies or web beacons provided by our technology and/or advertising partners. Any third-party cookie or web beacon that we authorize for use on the Site only collects that information described below for the same stated purposes as if we were directly collecting the information. For a third-party cookie or web beacon, the third-party will have access to the collected information in order to provide us with information or services to enhance the performance and functionality of the Site.

The cookies and web beacons we use collect non-personally identifiable information about users of the Site, including: browser used to access the site, date and time, the URL of the page being loaded, users who have visited a particular website(s), any previously assigned cookie identification (a unique identifier assigned to a user to identify repeat visitors), browser window size, the geographic location of the user, device and operating system used to access the Site. The information we collect from these cookies and web beacons is used to determine information about a user’s visit to our Site, including the number of visits, average time spent, pages viewed, navigation history through the website, and other statistics. This information is used to enhance the users experience while visiting our Site and to improve the performance of our Site by, among other things, allowing us to monitor Site performance, making the Site easier to use, measuring the effectiveness of promotional placements, and tailoring the Site (including the ads and offers a user receives) to better match a user’s interests and preferences.

Users who prefer not to accept cookies can set their Internet browser to notify them when they receive a cookie or to prevent cookies from being placed on their hard drive. If you consent to our collection of cookies and you subsequently wish to withdraw your consent, you will need to manage the settings on your web browser to delete all cookies and disallow further acceptance of cookies. Please note that disabling cookies on your browser will prevent us from tracking your activities in relations to our Site,

however, it may also disable some of the functions and features of the Site and the Site may not work properly.

If you would like to determine your consent status, please contact us at: [amsus@amsus.org](mailto:amsus@amsus.org).

By continuing to use our Site, you are agreeing to our placing cookies and/or web beacons on your computer in order to analyze the way you use our Site. Please read this cookie policy carefully for more details about the information we collect when you use the Site.

If you do not wish to accept cookies or web beacons in connection with your use of this Site, please discontinue use of the Site.

### SECURITY MEASURES

This website has security measures in place to protect the loss, misuse, and alteration of the information under AMSUS's control. When you enter sensitive information (such as a credit card number) as part of the enrollment process, we encrypt the transmission of that information using secure socket layer technology (SSL).

When you submit information to AMSUS through our website, you should be aware that your information is transmitted across the Internet and that no method of transmission over the Internet is 100% secure. Although we take reasonable security measures to protect your information when we receive it, you also need to ensure you take appropriate steps to protect your information.

### COMMUNICATIONS FROM AMSUS

We will not send you promotional information without your prior consent and you can change your mind at any time by contacting us. If you no longer wish to receive AMSUS's promotional communications, you may opt-out of receiving them by following the instructions included in each communication or by contacting us at [amsus@amsus.org](mailto:amsus@amsus.org)

### INTERNATIONAL WEBSITE ACCESS AND CROSS-BOARDER DATA TRANSFERS

If you are visiting the AMSUS website from outside the United States, your information will be transferred to, stored, and processed in the United States where our servers are located and AMSUS is based. In addition, information that AMSUS collects may be stored and processed in and transferred between any of the countries in which AMSUS operates to enable the use of the information in accordance with this Privacy Policy. You agree to such cross-border transfers of personal information.

### ACCESS AND CORRECTION/NOTICE TO ALL USERS

You can review and change your personal information by logging into the website and visiting your account profile page. If your personally identifiable information changes, or if you no longer desire communications or information from AMSUS, you may correct, update, amend, or deactivate it by making the change by contacting us at [amsus@amsus.org](mailto:amsus@amsus.org)

You may request a copy of the information AMSUS holds about you so you can correct or amend information that may be inaccurate or incomplete by writing to [amsus@amsus.org](mailto:amsus@amsus.org) In addition, we will ask you to provide sufficient evidence of your identity for your own protection so we can ensure that information is being released to the correct person. We will respond to your request to access within 30 days.

To request the deletion of your information, please contact us by writing to [amsus@amsus.org](mailto:amsus@amsus.org). In some cases, our business requirements and legal obligations may prevent us from being able to delete your

information. If we are unable to delete your information we will let you know if we are unable to do so and why.

## COOKIES

Cookies are files that contain information created by a web server that can be stored on a User's hard disk for use either during a particular session ("per-session" cookie) or for future use ("persistent" cookie). AMSUS uses cookies only to facilitate automated activity, store and track AMSUS ID numbers, session status, and navigation patterns. Cookies are not used to disseminate significant information about Users over the Internet or to analyze any information that Users have knowingly or unknowingly provided. When a user registers, the system will ask whether the user approves of the attachment of a cookie. Users may instruct their Internet browsers to opt out of accepting a "persistent" cookie and rather accept only a "per-session" cookie, but will need to login each time they visit the site to enjoy the full benefits.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. However, if the User declines the attachment of any cookie, the user may not have access to the full benefits of the Website. Registration enables the site to better determine members' interest areas and provide the most relevant information.

## LINKS TO OTHER WEBSITES

The AMSUS website may contain links to other websites of interest. However, once you have used these links to leave our website, you should note that we do not have any control over that other websites. Therefore, we cannot be responsible for the protection and privacy of any information that you provide while visiting such sites and such sites are not governed by this Privacy Policy. You should exercise caution and look at the privacy Policy applicable to the web site in question.

## SOCIAL MEDIA WIDGETS

The AMSUS website includes social media features, such as the Facebook, LinkedIn, Twitter, and Youtube buttons that run on our site. These features may collect your IP address, which page you are visiting on our site, and may set a cookie to enable the feature to function properly. Social media features and widgets are either hosted by a third party or hosted directly on our Site. Your interactions with these Features are governed by the privacy policy of the company providing it.

## PROTECTION OF CHILDREN'S PERSONAL INFORMATION

The AMSUS website is intended for adults, such as AMSUS members and subscribers. AMSUS does not knowingly collect any personal information from children under the age of 13. Please contact AMSUS at [amsus@amsus.org](mailto:amsus@amsus.org) If you suspect that AMSUS has collected any such information. If AMSUS learns that we have collected the personal information of a child under 13 without verifiable parental consent, AMSUS will take steps to delete the information as quickly as possible.

## AMENDMENTS AND UPDATES

AMSUS will occasionally update this Privacy Policy. Any changes to our Privacy Policy will be posted here so that Users will know what information we gather, how we might use that information, and whether we will disclose it to anyone. We encourage you to periodically review this page for the latest information on our privacy practices and this Privacy Policy.

## CONTACT

If you have questions, comments, and/or complaints regarding AMSUS's Privacy Policy or how we collect, transmit, and process data please contact us by emailing [amsus@amsus.org](mailto:amsus@amsus.org) or by writing to AMSUS at 12154 Darnestown Rd., #506, Gaithersburg, MD 20878

Effective Date: May 2018