

# PRIVACY NOTICE

Last updated 03/04/2024

Thank you for choosing to be part of our community at BRIDGE TO LIFE CLINICAL CONSULTANTS. We are committed to protecting your personal information and your right to privacy. If you have any questions or concerns about our notice, or our practices with regards to your personal information, please contact us at [info@btlcc.org](mailto:info@btlcc.org).

When you visit our website <https://www.btlcc.org>, Facebook application, and use our services, you trust us with your personal information. We take your privacy very seriously. In this privacy notice, we seek to explain to you in the clearest way possible what information we collect, how we use it and what rights you have in relation to it. We hope you take some time to read through it carefully, as it is important. If there are any terms in this privacy notice that you do not agree with, please discontinue use of our Sites or Apps and our services.

This privacy notice applies to all information collected through our website (such as <https://www.btlcc.org>), Facebook application, ("Apps"), and/or any related services, sales, marketing or events (we refer to them collectively in this privacy notice as the "Services").

**Please read this privacy notice carefully as it will help you make informed decisions about sharing your personal information with us.**

## TABLE OF CONTENTS

- [1. WHAT INFORMATION DO WE COLLECT?](#)
- [2. HOW DO WE USE YOUR INFORMATION?](#)
- [3. WILL YOUR INFORMATION BE SHARED WITH ANYONE?](#)
- [4. HOW LONG DO WE KEEP YOUR INFORMATION?](#)
- [5. DO WE COLLECT INFORMATION FROM MINORS?](#)
- [6. WHAT ARE YOUR PRIVACY RIGHTS?](#)
- [7. CONTROLS FOR DO-NOT-TRACK FEATURES](#)
- [8. DO WE MAKE UPDATES TO THIS POLICY?](#)
- [9. HOW CAN YOU CONTACT US ABOUT THIS POLICY?](#)

## 1. WHAT INFORMATION DO WE COLLECT?

First and Last Name  
Mailing Address  
E-mail Address  
Phone Number  
DOB

## 2. HOW DO WE USE YOUR INFORMATION?

*In Short: We process your information for purposes based on legitimate business interests, the fulfillment of our contract with you, compliance with our legal obligations, and/or your consent.*

We use personal information collected via our Services or Apps for a variety of business purposes described below. We process your personal information for these purposes in reliance on our legitimate business interests, in order to enter into or perform a contract with you, with your consent, and/or for compliance with our legal obligations. We indicate the specific processing grounds we rely on next to each purpose listed below.

We use the information we collect or receive:

- **To facilitate account creation and logon process.** If you choose to link your account with us to a third party account (such as your Google or Facebook account), we use the information you allowed us to collect from those third parties to facilitate account creation and logon process for the performance of the contract.

## 3. WILL YOUR INFORMATION BE SHARED WITH ANYONE?

*In Short: We only share information with your consent, to comply with laws, to provide you with services, to protect your rights, or to fulfill business obligations.*

We do not share your data but may process or share data based on the following legal basis:

- **Consent:** We may process your data if you have given us specific consent to use your personal information in a specific purpose.
- **Legitimate Interests:** We may process your data when it is reasonably necessary to achieve our legitimate business interests.
- **Performance of a Contract:** Where we have entered into a contract with you, we may process your personal information to fulfill the terms of our contract.

- **How to Opt-In -Out of Data Collection, Use or Disclosure**

In addition to the method(s) described in the *How to Access, Modify, Delete, or Challenge the Data Collected* section, we provide the following specific opt-out methods to use, or disclosure of your personal data specified below:

You have the right to ask us not to process your personal information for marketing purposes. You can exercise this right simply at any time by carrying out ‘**unsubscribe**’ actions which are made available to you (such as clicking on the ‘unsubscribe’ link in each promotional email we send you).

We will honor your choice and refrain from sending you such communications. Please note that if you ask us not to contact you by email at a certain email address, we will retain a copy of that email address on a “suppression list” in order to comply with your no-contact request. You are free to change your marketing choices at any time.

- **How to Opt-In -Out of SMS messages.**

**Opt In**

I agree to receive marketing and service calls, SMS and text messages from BTLCC. Msg/data rates may apply. Msg frequency varies.

**Opt Out**

You can opt-out by Replying to an SMS message by simply typing the word **STOP** [Reply STOP to unsubscribe from messages at any time]

- **Legal Obligations:** We may disclose your information where we are legally required to do so in order to comply with applicable law, governmental requests, a judicial proceeding, court order, or legal process, such as in response to a court order or a subpoena (including in response to public authorities to meet national security or law enforcement requirements).
- **Vital Interests:** We may disclose your information where we believe it is necessary to investigate, prevent, or take action regarding potential violations of our policies, suspected fraud, situations involving potential threats to the safety of any person and illegal activities, or as evidence in litigation in which we are involved.

## **4. HOW LONG DO WE KEEP YOUR INFORMATION?**

*In Short:* We keep your information for as long as necessary to fulfill the purposes outlined in this privacy notice unless otherwise required by law.

We will only keep your personal information for as long as it is necessary for the purposes set out in this privacy notice, unless a longer retention period is required or permitted by law (such as tax,

accounting or other legal requirements). No purpose in this policy will require us keeping your personal information for longer than the period of time in which users have an account with us.

When we have no ongoing legitimate business need to process your personal information, we will either delete or anonymize it, or, if this is not possible (for example, because your personal information has been stored in backup archives), then we will securely store your personal information and isolate it from any further processing until deletion is possible.

## **5. DO WE COLLECT INFORMATION FROM MINORS?**

*In Short: We do not knowingly collect data from or market to children under 13 years of age.*

We do not knowingly solicit data from or market to children under 13 years of age. By using the Services or Apps, you represent that you are at least 13 or that you are the parent or guardian of such a minor and consent to such minor dependent's use of the Services or Apps. If we learn that personal information from users less than 13 years of age has been collected, we will deactivate the account and take reasonable measures to promptly delete such data from our records. If you become aware of any data we have collected from children under age 13, please contact us at [info@btlcc.org](mailto:info@btlcc.org).

## **6. WHAT ARE YOUR PRIVACY RIGHTS?**

*In Short: You may review, change, or terminate your account at any time.*

### **Account Information**

If you would at any time like to review or change the information in your account or terminate your account, you can:

- Log into your account settings and update your user account.

Upon your request to terminate your account, we will deactivate or delete your account and information from our active databases. However, some information may be retained in our files to prevent fraud, troubleshoot problems, assist with any investigations, enforce our Terms of Use and/or comply with legal requirements.

**Opting out of email mailing list:** You can unsubscribe from our mailing list at any time by clicking on the unsubscribe link in the emails that we send or by contacting us using the details provided below. You will then be removed from the mailing list – however, we will still need to send you service-related emails that are necessary for the administration and use of your account. To otherwise opt-out, you may:

- Access your account settings and update preferences.

## **7. CONTROLS FOR DO-NOT-TRACK FEATURES**

Most web browsers and some mobile operating systems and mobile applications include a Do-Not-Track (“DNT”) feature or setting you can activate to signal your privacy preference not to have data about your online browsing activities monitored and collected. No uniform technology standard for recognizing and implementing DNT signals has been finalized. As such, we do not currently respond to DNT browser signals or any other mechanism that automatically communicates your choice not to be tracked online. If a standard for online tracking is adopted that we must follow in the future, we will inform you about that practice in a revised version of this privacy notice.

## **8. DO WE MAKE UPDATES TO THIS POLICY?**

*In Short: Yes, we will update this policy as necessary to stay compliant with relevant laws.*

We may update this privacy notice from time to time. The updated version will be indicated by an updated “Revised” date and the updated version will be effective as soon as it is accessible. If we make material changes to this privacy notice, we may notify you either by prominently posting a notice of such changes or by directly sending you a notification. We encourage you to review this privacy notice frequently to be informed of how we are protecting your information.

## **Security of your Personal Information**

BTLCC secures your personal information from unauthorized access, use, or disclosure. BTLCC uses the following methods for this purpose:

### **SSL Protocol**

When personal information (such as a credit card number) is transmitted to other websites, it is protected through the use of encryption, such as the Secure Sockets Layer (SSL) protocol.

We strive to take appropriate security measures to protect against unauthorized access to or alteration of your personal information. Unfortunately, no data transmission over the Internet or any wireless network can be guaranteed to be 100% secure. As a result, while we strive to protect your personal information, you acknowledge that: (a) there are security and privacy limitations inherent to the Internet which are beyond our control; and (b) security, integrity, and privacy of any and all information and data exchanged between you and us through this Site cannot be guaranteed.

## **9. HOW CAN YOU CONTACT US ABOUT THIS POLICY?**

If you have questions or comments about this policy, you may email us at [info@btlcc.org](mailto:info@btlcc.org) or by post to:

BRIDGE TO LIFE CLINICAL CONSULTANTS  
811 Washington Road  
Parlin, NJ 08859  
United States  
+ 848-444-1962