

## **Privacy Policy**

Thank you for visiting us online. This Privacy Statement describes the personal information we collect online, the choices you can make about the information you provide to us, and how we protect that information.

Personal information is information that can identify an individual, such as a benefits enrollee, a participating dentist or other healthcare professional, or any website user. It includes most information that can be used to identify a person, such as their full name, mailing address, email address or telephone number.

### **Information We Collect and How We Use It**

You can visit our websites, obtain a referral to a dentist in your area, learn about our services, and read about dental health without providing your personal information. However, to participate in certain interactive services through our websites as well as special offers or programs that we offer, you may need to provide personal information.

The personal information we may collect from you through our websites is related to the specific program in which you are enrolling. It may include, for example:

- Your name and contact information
- Your account number
- Authentication information if you are a licensed dentist

### **Information Sharing**

We are the sole owner of the information collected on this website. We do not sell, share or rent your information to third parties (marketers) for their own use, unless we first obtain your explicit consent to do so. In some situations, we may share personal information with organizations affiliated with us, or with unaffiliated third parties to provide services to you on our behalf.

We do not allow these third parties to use your information for any purpose other than that requested by us and require them to protect personal information received from us in a manner similar to the protections we offer.

If we should merge with, acquire, or be acquired by another company, personal information provided to us may be transferred to or shared with that organization.

### **Automatic Collection of Tracking Information: Cookies and Log Files**

We may collect information about your use of our website through the use of cookies or log files. This information does not identify you personally. A cookie is a small piece of data (IT information) that we place on the computer. Cookies are used so you do not have to log in a password more than once, thereby saving time while on the website.

We also use cookies so you do not have to re-key specific information when making multiple entries/searches. Cookies are required to gain access to the secured areas of our website. Access to these secured areas will not be granted if your computer browser is set to reject cookies. In addition, log files may be used while you are visiting this website. We use IP addresses to analyze trends, such as site usage, and administer the site.

## **Links to Other Websites**

Within our website, there may be links to websites that do not belong to us. These external websites are not subject to this Privacy Statement as we do not control those websites. We are not responsible for the privacy practices or the content of these external websites, and such links are not intended to be an endorsement of those sites. We encourage our users to be aware when they leave our website and to read the privacy statements of each and every website that collects personally identifiable information.

## **Information Security**

Due to the rapidly evolving nature of information technologies, no transmission of data over the Internet can ever be fully guaranteed. However, we have appropriate technical, administrative and physical procedures in place to protect personal information from loss, misuse or alteration. We take steps to ensure that access to personal information is limited to individuals who have a business need consistent with the reason the information was provided. We maintain personal information in accordance with records guidelines, and train our employees on our privacy and security practices.

When we contract with third parties to provide services for us that involve your personal information, we require that they protect your information in a manner similar to the protections we offer.

Our websites are Secure Socket Layer (SSL) encrypted.

## **Updating the Privacy Statement**

We may, from time to time, update or change our Privacy Statement. We will notify you of any changes by posting our updated Privacy Statement on our website and inserting a new "Effective Date." Changes to our Privacy Statement only apply to personal information collected after the updated Privacy Statement is posted. If we would like to use your data in a different manner than disclosed in this Privacy Statement, we will contact you (via the contact information provided to us, such as by mail or email) to ask your permission to use the data in this new way, and to seek your consent to do so.

## **Contact Us**

If you have any questions about our security and privacy practices, please contact our office:

3575 Lake Eastbrook BLVD. SE  
Grand Rapids, MI 49546  
(616) 949-2650

**Effective Date**

The effective date of this policy is June 23, 2017.