

Effective as of August 2016

The Organization of Associate Degree Nursing (referenced herein as “we,” “us,” or “OADN” or with “our”) has developed this policy statement (the “Privacy Policy”) to assist end users (referenced herein as “you” or “user” or with “your”) in understanding OADN’s collection and use of personally identifiable information (“PII”). The following Privacy Policy summarizes the PII gathering and use practices for <https://oadn.org> and any other websites maintained by OADN (referenced collectively herein as the “Website”).

OADN reserves the right to change this Privacy Policy at any time to address changes to its information collection, disclosure, or use practices or changes in law. If OADN makes changes to this Privacy Policy, OADN will post those changes on its website and at this location and provide notice of any material changes so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it. Please review this Privacy Policy on a periodic basis.

1. Information We Collect.

- a. **Technical Information Gathered Automatically:** Tracking information which our Web server automatically recognizes each time you visit one of our sites or communicate with us by email (for example, your domain name, your email address, and what pages you visit);
- b. **Personal Information You Provide to Us:** We gather the following types of information needed to process your transactions, fulfill your requests, and maintain our membership records:
 - i. Contact information you provide (for example, your personal and business addresses, phone and fax numbers, firm affiliations and titles).
 - ii. Information you volunteer, via applications or surveys (for example, education, designations, specialties, affiliations with other organizations and general demographic data).

2. How We Use Your Information.

Parts of the Website are informational in nature and publicly available to all users. Consequently, until you participate in surveys, events or member-only areas of the website; register; or request information from OADN, you are able to browse the Website without providing any PII, although your browser may tell us what type of computer and operating system you are using as well as other kinds of technical information. Below, OADN sets forth more detail on how we use your PII.

- a. **Personal and Contact Information:** OADN may use your personal and contact information to operate the Website and, in particular, facilitate the education, community, and networking capabilities of the Website; advertise its services or the goods and services of its members and third parties; create a personalized experience for you; provide you with news and information; and get in touch with you when necessary with respect to transactions conducted through the Website, material changes in the Website’s policies and agreements, and new products, tools, or services OADN may offer. OADN may also share your contact information with OADN’s

- members, service providers, or business partners, as is necessary to provide OADN's services and information; for advertising purposes; and to host, operate, or facilitate transactions through the Website, including, without limitation, registration for membership, events, or for internal business purposes. In addition, OADN may supplement the PII collected from you with information from other sources, such as from business partners, in order to enhance OADN's ability to provide or advertise its services or those of other entities or to otherwise tailor, manage, or operate the Website.
- b. **Demographic Information:** OADN may share demographic data on an aggregated basis—which will not identify any particular user—with OADN's members, partners, and affiliates, and for advertising or other technical or business purposes.
 - c. **Member Notifications:**
 - i. Notify you of updates to our sites.
 - ii. Notify you of relevant products and services.
 - iii. Notify you of upcoming events and programs.
 - iv. Compile specialty directories about which you will be made aware.
 - d. **Technical Information:** OADN will use PII to facilitate educational opportunities, participation, or otherwise allow access to or use of certain information, tools, or features, and for improving the Website's performance, usability, and design. OADN may also use technical information to help diagnose problems with OADN's servers, analyze Website usage trends, track user movements on the Website, and to otherwise manage and monitor the Website.
3. **Email contact information.** OADN does not share, sell or trade email addresses. OADN may use your email address to directly send you information and may provide you with online informational or marketing messages that have been approved by OADN together with other communications to which you have subscribed. OADN provides an opt-out option for electronic communications should the member subscriber wish not to receive association and marketing messages described herein and in paragraph 4. Please see Opt-Out Policy in paragraph 7.
4. **Other forms of contact information.** Forms of contact information other than email address (e.g. street address) may be listed in the membership directories available on oadn.org. OADN will not share, sell or otherwise provide this contact information about you except for the following purposes:
- a. Partners in our Sponsorship or Affinity Programs for the limited purpose of notifying you of OADN-approved promotions.
 - b. Exhibitors at OADN Conventions for the limited purpose of contacting you one time immediately before and after Exhibits, through marketing vehicles approved by OADN.
 - c. Other vendors for the limited purpose of contacting targeted groups of members, through marketing vehicles approved by OADN.
 - d. When required by law or valid legal process, or to protect the personal safety of our members or the public.

5. **Credit Card Information:** OADN complies with all Payment Card Industry (PCI) Data Security Standards for card-not-present merchants. OADN does not keep, or electronically store, credit card numbers or specific card information on file. Credit information that you and credit authorizers provide when you make payments by credit card or electronic check for products, dues or other services via the oadn.org website will only be used to process the transactions you request. This information will be provided to and maintained by reputable credit reporting databases, but will never be sold, shared or provided to other third parties.
6. **Security Procedures:** We maintain security procedures and standards which we believe are as safe as today's technology permits. We test these procedures and modify them regularly as new technologies become feasible.
7. **Opt-Out Policy:** We utilize a strict Opt-Out policy for sending online notifications regarding services, products and newsletters. You may adjust your communication preferences by reviewing your account on oadn.org.
8. **Governing Law:** This Privacy Policy shall be governed by and construed in accordance with the laws of the Florida. The Website and the servers that host the Website are located in the United States. Any information you provided will be transferred to the United States. By visiting and using the Website and submitting PII thereto, you therefore authorize this transfer of your PII to the United States. If any part of this Privacy Policy is determined to be invalid or unenforceable pursuant to applicable law, then the invalid or unenforceable provision or part will be deemed suspended by a valid, enforceable provision that most closely matches the intent of the original provision or part, and the remainder of this Privacy Policy shall continue in full force and effect
9. **Control your Information:** You may edit your personal contact information directly in the oadn.org or by contacting the OADN National Office at the information below:

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