Privacy Policy

ATS values your privacy and is committed to protecting your personal information. This Privacy Policy explains how ATS collects, uses, and protects the data you provide.

We may update this Privacy Policy from time to time. Any changes will be posted on our website, and current participants will be provided with a copy via the email they registered with.

We Collect Some Information of Yours

We collect the following information when you sign up for our services:

- Personal: First and Last Name, Phone Number, Email
- Courses you enrolled in and information about how you use our products
- Payments you have made
- Business: Name, Phone Number, Email

How We Use Information Collected

We use your information for these purposes:

- To communicate orientation information with ODDS.
- To invoice and issue refunds via PayPal.
- To enroll you as a participant in testing via Synap.
- To send you correspondence, including Certificates of Completion, via Outlook.
- To offer customer support.
- To send you updates about future MAO classes and/or ATS services.
- To fulfill State and Federal requirements as needed.

How Long Your Information is Retained

We will keep your personal and business information, including course information and payment history for 7 years, unless a longer retention period is required by law.

International Data Transfers

ATS uses Synap a company based out of Leeds, United Kingdom. Your personal data may be transferred to and processed in the United Kingdom, or wherever those servers are located. By providing us with your personal information, you consent to the transfer of your data to countries outside your home country, which may not have the same data protection laws as your country of residence.

Sharing Your Information

We do not offer your personal information outside of ODDS or ATS without your consent. Your phone number and email information will not be shared with third parties outside of the MAO contract, the contract includes Oregon state departments and companies contracted to provide the MAO service.

Your participant record will remain on file at ATS, you can request a copy of your non-curriculum, non-testing information at any time.

Securing Your Information

In the event of a data breach you will be notified within 72 hours, particularly if any personal information is compromised.

We protect your information with multiple security layers, including:

- Using trusted software and dedicated IT experts.
- Using cybersecurity insurance to insure against unauthorized access, loss, or misuse.
- Using secure servers backed up hourly.
- Using hardware that is password protected with firewalls.
- Using multifactor authentication as needed for added security.

Agreement

By using our website or enrolling in our services, you agree to the terms in the Privacy Policy.

By using our services, you agree to the terms outlined in this policy and you have read and understand this Privacy Policy.

For questions, please contact ATS at **MAO@abilityts.com** or call **503-560-9980.**