

Record Keeping and Privacy Policy

Training Privacy Policy

This privacy policy has been compiled to better serve those who are concerned with how their 'Personally identifiable Information' (PII) is being used online. PII, as used in US and Canadian privacy law and information security, is information that can be used on its own or with other information to identify, contact, or locate a single person, or to identify an individual in context. Please read our privacy policy carefully to get a clear understanding of how we collect, use, protect or otherwise handle your Personally Identifiable Information in accordance with our website.

What Personal Information do we collect from the people that visit our Facebook page, courses or website?

When registering on our site, via telephone, or in-person you will be asked to enter your name, email address, mailing address and phone number in order to maintain a record of your attendance in the requested course.

When do we collect information?

We collect information from you when you register on our site, in-person or via telephone.

What other information do we store?

Your attendance, evaluation information and written test are stored in paper format at our training facilities in a secured location. This information is also scanned and maintained on our private servers as a backup.

How do we use your information?

We use your registration information to notify you of changes to courses schedules, cancellations and to maintain a record of your attendance. These records will also be used for requests of new (duplicate) certification and to maintain a record of your successful completion / incompleteness of the course.

How do we protect visitor information?

Our website is scanned on a regular basis for security holes and known vulnerabilities in order to make your visit to our site as safe as possible. We use regular Malware Scanning. Your personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems, and are required to keep the information confidential. In addition, all sensitive / credit information you supply is encrypted via Secure Socket Layer (SSL). We implement a variety of security measures when a user enters, submits or accesses their information to maintain the safety of your personal information.

Do we use 'cookies'?

We do not use cookies for tracking purposes. You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser (like Google Chrome) settings. Each browser is a little different, so look at your browser's Help menu to learn the correct way to modify your cookies. If you disable cookies off, some features will be disabled that make your site experience more efficient and some of our services will not function properly. However, you can still register for courses.

Third Party Disclosure

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information.

Third Party Links

We do not include or offer third party products or services on our website.

Google

Google's advertising requirements can be summed up on Google's Advertising Principles. They are put in place to provide a positive experience for users. We have not enabled Google AdSense on our site but we may do so in the future.

Children Online Privacy Protection

When it comes to the collection of personal information from children under 13, the Children's Online Privacy Protection Act (COPPA) puts parents in control.

The Federal Trade Commission, the U.S. consumer protection agency, enforces the COPPA Rule, which spells out what operators of websites and online services must do to protect children's privacy and safety online. We do not specifically market to children under 13.

If there are any questions regarding this privacy policy you may contact us using the form on our website at www.MulticulturalFirstAid.com