



## **Privacy Policy**

This information is available to learners on our Registration FAQ's webpage on our website.

This Privacy Notice explains how the Academy of Minimally Invasive Foot and Ankle Surgery (AMIFAS) uses and protects information we collect from individuals. This information is available to learners on our Registration FAQ's webpage on our website.

## **Information Collected**

AMIFAS collects personal information from individuals through our website when they create an online account, update their profile, register for an event, order a product, or submit any other information. We also collect information from mailed or faxed forms for applications, registrations, orders, and other requests necessary to provide services. The information collected will vary depending on the product or service requested and may include name, address, phone number, email address, birth date, credit card details, and other demographic information. We do not collect Social Security numbers.

## **Website Cookies and Analytics**

AMIFAS maintains one website: [amifasintl.org](http://amifasintl.org)

Our websites use cookies, a small file or string of text on the user's device, to aid navigation. Session cookies are created by the website and used while the site is accessed and then automatically deleted. Persistent cookies are stored on the user's device for a period of time, usually a number of years, unless the user deletes it manually. Individuals can disable the storing of cookies in their browser settings.

On our website, we collect information such as the internet protocol (IP) address of visitors to our website, aggregate information on what pages users access or visit, and user-specific information on the pages users access or visit. Our system can recognize the identity of individuals who sign in using their usernames and passwords.

## **How we use personal information**

Once collected, we may use your personal information for the following purposes:

- Process, fulfill and follow up on your orders or membership application
- Register you for programs and services you have requested
- Answer your requests
- Deliver AMIFAS services such as newsletters, meetings, events, or products

- Recommend content that suits you and alert you with fresh content is posted or released
- Sending surveys to obtain your feedback and continually improve our offering
- Notify you about new products/services, special offers, upgrades and other related information from AMIFAS and approved third parties

All email communications contain an “unsubscribe” option in case you want to discontinue the communication at any time. You may also contact us at (800) 479-4936 and request to be removed from future email communications.

On our website, the public can access AMIFAS Fellow practice information including locations and contact information. Fellows must provide their consent before their information is included in the physician search. Members must also provide their consent to be listed on the member directory on [amifasintl.org](http://amifasintl.org).

### **With whom we may share information**

AMIFAS may share contact information with our business partners to provide them an opportunity to offer products or service that may be of interest to you. AMIFAS also hires other companies to provide limited series on our behalf including, but not limited to, processing credit card transactions, mailing services, consulting services, website analytics, and event registration. We only provide the information required to deliver the services and they are prohibited from using that information for any other purpose.

### **Information security**

AMIFAS implements security measures to protect against unauthorized access, alteration, disclosure or destruction of data. We restrict access to personal information, other than name and address information, to our employees and business partners who need the information to operate, develop or improve our services. These parties are subject to confidentiality agreements.

### **Individual Rights and Responsibilities**

While AMIFAS takes measures to protect personal information, no security measure or network is entirely secure. Passwords to access [amifasintl.org](http://amifasintl.org) should be complex, never be shared with anyone, and changed from time to time. After accessing [amifasintl.org](http://amifasintl.org), the user should log off and exit their browser so unauthorized persons cannot access the site.

If an individual does not want to receive communications from us via mail or email or have their information shared in the manner described above, it is their responsibility to contact AMIFAS. Email communications may be discontinued by using the “unsubscribe” option located at the bottom of email communications.

An individual may also request to have their information completely removed from our database. If the individual is a member, this request would be considered a membership resignation.

### AMIFAS Contact Information

To request changes regarding the usage of your personal information or for questions or concerns regarding AMIFAS privacy notice, contact:

Academy of Minimally Invasive Foot and Ankle Surgery

Attn: Ann Dosen

1249 Chapin Road, Unit 1083

Chapin, SC 29036

[director@amifasintl.org](mailto:director@amifasintl.org)

Phone: (800) 479-4936