



## **The Donaghue Foundation Website Privacy Policy**

The Donaghue Foundation is committed to protecting your online privacy. In general, you can visit the Donaghue Foundation web site without revealing any personal information. However, you may be asked to provide personal information to gain access to some of our content and services. This information helps us to better ascertain and address your concerns and the needs of site visitors.

Because we gather certain types of information about our visitors, we feel you should fully understand the terms and conditions surrounding the capture and use of that information. This privacy statement discloses what information we gather and how we use it.

We do not collect, use or disclose any information about our users without their knowledge and approval. We do not share user information with third parties unless we have informed users about the disclosures or when we have prior consent. Under no circumstances does the Donaghue Foundation divulge any information about an individual to a third party except to comply with applicable law or valid legal process or to protect the personal safety of our visitors or the public.

The Donaghue Foundation's policy is not to send unsolicited "junk" or "spam" e-mail. If you receive an unwanted e-mail from the Foundation, please simply send the Donaghue Foundation an email at [office@donaghue.org](mailto:office@donaghue.org) asking us not to send you future emails, and the Donaghue Foundation will take every reasonable steps in order to avoid sending such unwanted emails in the future.

### **Information the Donaghue Foundation Gathers**

The Donaghue Foundation gathers two types of information about our visitors:

- Information that visitors provide through optional, voluntary submissions. These are voluntary submissions to receive our mailings, to participate in a survey or register for any event.
- When you browse our Web site, you do so anonymously. We do log automatically your IP address (the Internet address of your computer), the Web pages you visit and the time of your visit, but we do not link this information to anything that could identify you personally. The only other type of information automatically provided to us is the type of computer and operating system you are using. Your browser supplies us with this information, which we use to improve the performance of our site.

In aggregate, this information helps us understand how our site is being used and which parts of the site are of most interest to those who use it. Analysis of this information helps us to make continual improvements on the site.

## **Cookies**

We do not use permanent cookies to retain information on the Donaghue Foundation site. A cookie is a text file, not a program, which is sent to your computer when you access a site. Cookies do not disclose your name or e-mail address to a web site. They can only tell a web site if you have visited before and can pass short bits of information from the web site back to itself the next time you visit. The Donaghue Foundation does use temporary cookies that do not write anything to the user's hard drive. When the browser is closed the cookie is gone.

## **Links to other sites**

Please note that some pages within the Donaghue Foundation web sites, for the convenience of users, are linked to web sites not managed by the Donaghue Foundation and that we are not responsible for the privacy practices or the content of other websites. Websites that are accessible by hyperlinks from the Donaghue Foundation website may use cookies. We encourage you to read the privacy statements provided by other websites before you provide personally identifiable information to them. Links do not represent endorsements or sponsorship of other sites' content or practices.

## **Email communications**

Email communication that you send to us via the email links on our sites may be shared with other employees that are able to address your inquiry. We make every effort to respond in a timely manner once communications are received.

## **Complaint process**

If you have a complaint or problem, or if you believe your privacy rights have been violated, you may email us at [office@donaghue.org](mailto:office@donaghue.org). Please indicate the reason for contacting us.

## **Changes in this Privacy Statement**

By using this site, you consent to the collection and use of this information by the Donaghue Foundation. If we decide to change our privacy policy, we will post those changes on this page so that you are always aware of what information we collect, how we use it, and under what circumstances we disclose it.

## **Legal Disclaimer**

This site may contain medical terminology or information. Such information is not meant to be nor should be construed as a substitute for the advice provided by a medical professional. Always consult a healthcare provider if you have health concerns.

## **Contact Us**

If you have questions about this privacy statement, or the privacy practices of our website, please contact Website Administrator, [office@donaghue.org](mailto:office@donaghue.org), 860-521-9011 or The Donaghue Foundation, 18 North Main St., West Hartford, CT 06107.

This Privacy Statement was created on November 1, 2008.