

National Health Education Credentialing Inc. (NCHEC) Privacy Policy

National Health Education Credentialing Inc. (NCHEC) is committed to protecting your privacy and providing services that give you the most powerful and safe online experience. This Privacy Policy governs data collection and usage and applies to the NCHEC website, online communities, and other NCHEC activities. By using the NCHEC website, participating in NCHEC activities and offerings, or receiving any NCHEC services, you acknowledge that you have read and understood this Privacy Policy.

Use of your Personal Information

Any personal information you provide to us including and similar to your name, address, telephone number, and e-mail address will not be released, sold, or rented to any entities or individuals outside of our organization except as noted below.

In recognition of your attainments as a CHES® or MCHES®, NCHEC may publish your name in its NCHEC News and on its website. As a benefit of certification, your name/or email address may be available as follows:

- a) With continuing education providers in order to receive notice of professional development opportunities
- b) With employers for recruitment purposes or to verify one's status as an active CHES® or MCHES®
- c) With researchers for study purposes
- d) Aggregated data is available to universities for the purpose of acknowledging or monitoring collective achievements of program graduates

If you do not wish to have your name distributed as indicated above in a) through d) please notify NCHEC by contacting us at admin@nchec.org.

Our Service Providers

NCHEC may share your personal information with companies (including our affiliates) that perform services on our behalf, for example, companies that help process credit card payments. Our service providers are required by contract to protect the confidentiality of the personal information we share with them and to use it only to provide specific services on our behalf.

Government and Legal Disclosures

NCHEC may disclose the personal information NCHEC collects through this its website, when NCHEC, in good faith, believes disclosure is appropriate to comply with the law

(or a court order or subpoena); to prevent or investigate a possible crime, such as fraud or identity theft; to enforce this Privacy Policy to protect the rights, property or safety of NCHEC, our users, or others.

External Sites

NCHEC is not responsible for the content of external internet sites. You are advised to read the privacy policy of external sites before disclosing any personal information.

Cookies

A "cookie" is a small data text file that is placed in your browser and allows us to recognize you each time you visit this site (personalization, etc.). Cookies themselves do not contain any personal information, and we do not use cookies to collect personal information. Cookies may also be used by third-party content providers such as newsfeeds. Performance cookies collect information on how users interact with NCHEC's website, including what pages are visited most, as well as other analytical data. We use these details to improve how NCHEC's website functions, and to understand how users interact with www.nchec.org.

Remember The Risks Whenever You Use The Internet

While NCHEC will do its best to protect your personal information, NCHEC cannot guarantee the security of any information that you transmit to us and you are solely responsible for maintaining the secrecy of any passwords or other account information. In addition, other internet sites or services that may be accessible through NCHEC's website have separate data and privacy practices independent of NCHEC, and therefore NCHEC disclaims any responsibility or liability for their policies or actions. Please contact those vendors and others directly if you have any questions about their privacy policies.

Confidentiality

When you use NCHEC or NCHEC services, including taking the Certified Health Education Specialist (CHES®) or Master Certified Health Education Specialist (MCHES®) exam, you agree to not disclose any information regarding the exam.

Confidentiality and nondisclosure is also a requirement of eligibility to sit for the CHES® or MCHES® exam. If you do not accept the confidentiality agreement, your CHES® and MCHES® certificate may be revoked.

Release of Info Policy

The CHES® and MCHES® exam score result is confidential and will not be disclosed unless NCHEC receives a written request to do so from a candidate, or is directed to do

so by subpoena or court order. A candidate wanting scores released to another entity must indicate in writing which particular scores may be disclosed, and identify specifically the person or organization to which the scores should be revealed. No candidate scores will be given by telephone, facsimile or e-mail for any reason.

NCHEC does not consider the CHES® and/or MCHES® current status ("active" or "lapsed") of a certificate holder as confidential. NCHEC reserves the right to provide information on the current status of a certificate holder.

Privacy Policy Updates

Any changes to NCHEC's Privacy Policy will be posted here so that visitors will always know what information we gather, how we might use that information, and whether NCHEC will disclose it to anyone. For any other information, please <u>Contact Us</u>.

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