

## **Privacy Policy**

Protecting your private information is our priority. This Statement of Privacy applies to [www.riffeypllc.com](http://www.riffeypllc.com), and Riffey Assessments and Counseling PLLC and governs data collection and usage. For the purposes of this Privacy Policy, unless otherwise noted, all references to Riffey Assessments and Counseling PLLC include [www.riffeypllc.com](http://www.riffeypllc.com) and Riffey PLLC. The Riffey PLLC website is a Commercial Website site. By using the Riffey PLLC website, you consent to the data practices described in this statement.

### **Collection of your Personal Information**

In order to better provide you with products and services offered, Riffey PLLC may collect personally identifiable information, such as your:

- First and Last Name
  
- Mailing Address
  
- E-mail Address
  
- Phone Number
  
- Employer
  
- Job Title
  
- To provide evidence-based therapeutic services and counselling. Your right to privacy is respected and protected.

If you purchase Riffey PLLC's products and services, we collect billing and credit card information. This information is used to complete the purchase transaction.

Riffey PLLC may also collect anonymous demographic information, which is not unique to you, such as your:

- Age
- Gender

We do not collect any personal information about you unless you voluntarily provide it to us. However, you may be required to provide certain personal information to us when you elect to use certain products or services. These may include: (a) registering for an account; (b) entering a sweepstakes or contest sponsored by us or one of our partners; (c) signing up for special offers from selected third parties; (d) sending us an email message; (e) submitting your credit card or other payment information when ordering and purchasing products and services. To wit, we will use your information for, but not limited to, communicating with you in relation to services and/or products you have requested from us. We also may gather additional personal or non-personal information in the future.

### **Use of your Personal Information**

Riffey PLLC collects and uses your personal information to operate and deliver the services you have requested.

Riffey PLLC may also use your personally identifiable information to inform you of other products or services available from Riffey PLLC and its affiliates.

### **Sharing Information with Third Parties**

Riffey PLLC does not sell, rent or lease its customer lists to third parties.

Riffey PLLC may, from time to time, contact you on behalf of external business partners about a particular offering that may be of interest to you. In those cases, your unique personally identifiable information (e-mail, name, address, telephone number) is not transferred to the third party. Riffey PLLC may share data with trusted partners to help perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to provide these services to Riffey PLLC, and they are required to maintain the confidentiality of your information.

Riffey PLLC may disclose your personal information, without notice, if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on Riffey PLLC or the site; (b) protect and defend the rights or property of Riffey PLLC; and/or (c) act under exigent circumstances to protect the personal safety of users of Riffey PLLC, or the public.

### **Automatically Collected Information**

Information about your computer hardware and software may be automatically collected by Riffey PLLC. This information can include: your IP address, browser type, domain names, access times and referring website addresses. This information is used for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of the Riffey PLLC website.

## **Links**

This website contains links to other sites. Please be aware that we are not responsible for the content or privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of any other site that collects personally identifiable information.

## **Security of your Personal Information**

Riffey PLLC secures your personal information from unauthorized access, use, or disclosure. Riffey PLLC uses the following methods for this purpose:

- SSL Protocol

When personal information (such as a credit card number) is transmitted to other websites, it is protected through the use of encryption, such as the Secure Sockets Layer (SSL) protocol.

We strive to take appropriate security measures to protect against unauthorized access to or alteration of your personal information. Unfortunately, no data transmission over the Internet or any wireless network can be guaranteed to be 100% secure. As a result, while we strive to protect your personal information, you acknowledge that: (a) there are security and privacy limitations inherent to the Internet which are beyond our control; and (b) security, integrity, and privacy of any and all information and data exchanged between you and us through this Site cannot be guaranteed.

## **Right to Deletion**

Subject to certain exceptions set out below, on receipt of a verifiable request from you, we will:

- Delete your personal information from our records; and
- Direct any service providers to delete your personal information from their records.

Please note that we may not be able to comply with requests to delete your personal information if it is necessary to:

- Complete the transaction for which the personal information was collected, fulfill the terms of a written warranty or product recall conducted in accordance with federal law, provide a good or service requested by you, or reasonably anticipated within the context of our ongoing business relationship with you, or otherwise perform a contract between you and us;

- Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity; or prosecute those responsible for that activity;
- Debug to identify and repair errors that impair existing intended functionality;
- Exercise free speech, ensure the right of another consumer to exercise his or her right of free speech, or exercise another right provided for by law;
- Comply with the California Electronic Communications Privacy Act;
- Engage in public or peer-reviewed scientific, historical, or statistical research in the public interest that adheres to all other applicable ethics and privacy laws, when our deletion of the information is likely to render impossible or seriously impair the achievement of such research, provided we have obtained your informed consent;
- Enable solely internal uses that are reasonably aligned with your expectations based on your relationship with us;
- Comply with an existing legal obligation; or
- Otherwise use your personal information, internally, in a lawful manner that is compatible with the context in which you provided the information.

### **Children Under Thirteen**

Riffey PLLC does not knowingly collect personally identifiable information from children under the age of thirteen. If you are under the age of thirteen, you must ask your parent or guardian for permission to use this website.

### **Disconnecting your Riffey PLLC Account from Third Party Websites**

You will be able to connect your Riffey PLLC account to third party accounts. BY CONNECTING YOUR RIFFEY PLLC ACCOUNT TO YOUR THIRD PARTY ACCOUNT, YOU ACKNOWLEDGE AND AGREE THAT YOU ARE CONSENTING TO THE CONTINUOUS RELEASE OF INFORMATION ABOUT YOU TO OTHERS (IN ACCORDANCE WITH YOUR PRIVACY SETTINGS ON THOSE THIRD PARTY SITES). IF YOU DO NOT WANT INFORMATION ABOUT YOU, INCLUDING PERSONALLY IDENTIFYING INFORMATION, TO BE SHARED IN THIS MANNER, DO NOT USE THIS FEATURE. You may disconnect your account from a third party account at any time. Users may learn how to disconnect their accounts from third-party websites by visiting their "My

Account" page. Users may also contact us via email or telephone.

### **E-mail Communications**

From time to time, Riffey PLLC may contact you via email for the purpose of providing announcements, promotional offers, alerts, confirmations, surveys, and/or other general communication. In order to improve our Services, we may receive a notification when you open an email from Riffey PLLC or click on a link therein.

If you would like to stop receiving marketing or promotional communications via email from Riffey PLLC, you may opt out of such communications by Please feel free to give us a call and we will remove you from our email list at any time! Thank you!.

### **Changes to this Statement**

Riffey PLLC reserves the right to change this Privacy Policy from time to time. We will notify you about significant changes in the way we treat personal information by sending a notice to the primary email address specified in your account, by placing a prominent notice on our website, and/or by updating any privacy information. Your continued use of the website and/or Services available after such modifications will constitute your: (a) acknowledgment of the modified Privacy Policy; and (b) agreement to abide and be bound by that Policy.

### **Contact Information**

Riffey PLLC welcomes your questions or comments regarding this Statement of Privacy. If you believe that Riffey PLLC has not adhered to this Statement, please contact Riffey PLLC at:

Riffey Assessments and Counseling PLLC, Greensboro, North Carolina  
27408.  
Email Address: riffeypllc@gmail.com Telephone number: 336-814-  
2680

Effective as of January 01, 2022. Please print/sign below attesting to your having read, understood, and agree to the terms listed above.

Print: \_\_\_\_\_ Signature: \_\_\_\_\_ Date:  
\_\_\_\_\_