



Minnesota Society of Anesthesiologists

Privacy Policy and Terms and Conditions

Introduction

Protecting personally identifying information is a core MSA value. This Privacy Statement describes how MSA collects and uses the personally identifying information you provide on our websites and on MSA Internet applications that appear on third party websites. It also describes the choices available to you regarding MSA's use of your personally identifying information and the steps you can take to access this information and to request that we correct or delete it.

MSA abides by the Safe Harbor Principles as set forth by the US Department of Commerce concerning the transfer of personal data from the European Union. We self-certify compliance with Trustwave.

If you have questions about this Privacy Statement or want to contact us regarding how we handle your data, please send an email to office@msaconnect.org or write to us at: MSA, 6737 West Washington Street, Suite 1300, Milwaukee, WI 53214.

How We Collect and Use Your Personally Identifying Information

Complaints

We encourage you to report privacy complaints you may have concerning MSA or to report misuse of MSA trademarks. If you choose to file a complaint we collect your name, email, and location. We also request you provide the details around your complaint. Any additional personally identifying information you provide is optional. We will use this information to investigate your complaint and to send you an optional member Satisfaction Survey once your complaint is resolved.

MSA Programs and Services

If you apply to become a MSA member, we will use the personally identifying information you provide (e.g., your name, address, email address, company information and payment information) to communicate with you about your membership. We also use this information to provide you with customer support and to communicate regularly with you. While providing you with customer support we may also gather additional information from you. We will

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NOT share your personally identifying information with third parties for their marketing purposes.

We use information submitted through our website or collected through email or hard copy surveys to analyze the characteristics of our members and improve our services. We will occasionally provide aggregated statistics about our members in reports made available to them or to the general public. These reports will not identify individual MSA members.

If you wish to sign up for MSA programs other than membership, or to simply obtain information about MSA programs and services, we will collect your name, email address, phone number, and additional company information. We use this information to contact you about your request, to assist you in the application process or to follow up with you about the programs and services in which you have expressed an interest.

MSA Communications

If you sign up for MSA newsletters, webinars, or other communications or you want to contact us generally, we will collect your contact information to fulfill your request. To unsubscribe, follow the unsubscribe link that appears at the end of each communication.

Other Information We Collect

Member Opinion Surveys

We occasionally conduct online member surveys to learn about your views on important issues. We do not collect personally identifying information in these surveys. We use the survey data for research and to improve our services.

Cookies

Cookies are very small text files that are stored on your computer when you visit certain web pages. We use cookies on our site to:

- help you navigate our website
- facilitate the signup and login process for our services
- personalize your experience
- analyze which pages our site visitors visit
- measure advertising and promotional effectiveness

We also use cookies with our online opt-out tools to assist with your opt-out choices and to help us measure usage. Our opt-out tool prevents the use of your browsing behavior by companies that may provide interest-based advertising to

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you by setting their opt-out cookie in your browser. If you clear your browser cookies, this will remove all cookies including the opt-out cookies set by the companies. You will need to re-access the opt-out tool to reset your preferences. Our cookie only knows your last set of preferences and does not reflect the current state of cookies on your browser.

Please note that some cookies may be placed by a third party service provider who performs some of these functions for us.

Information Automatically Collected By Our Site

As is true of most websites, we gather web server log file information automatically such as your IP address, browser type, referring/exit pages, and operating system. We use this information to administer our website, understand how visitors navigate through our Site and to enhance your experience while using our Site.

How We Share Your Personally Identifying Information

We may provide your personally identifying information to companies that provide services to help us with our organization activities such as website analytics. These third parties are authorized to use your personally identifying information only as necessary to provide these services to us.

We may also disclose your personally identifying information

- as required by law such as to comply with a subpoena, or similar legal process
- when we believe in good faith that disclosure is necessary to protect our rights, protect your safety or the safety of others, investigate fraud or respond to a written government request
- to any other third party with your prior consent to do so

We will share your personally identifying information with third parties only in the ways that are described in this Privacy Statement. We do not otherwise sell your personally identifying information to third parties.

Accessing and Updating your Personally Identifying Information

To review and update your personally identifying information to ensure it is accurate, contact us; or, if you are a MSA member, review your listing online. MSA will make commercially reasonable efforts to provide you reasonable access to any of your personally identifying information we maintain within 30 days of your access request. We provide this access so you can review it,

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make corrections or request deletion of your data. If we cannot honor your request within the 30-day period, we will tell you when we will provide access. In the unlikely event that we cannot provide you access to this information, we will explain why we cannot do so.

Security

Providing security for the personally identifying information you submit via our Site is a priority for MSA. We take appropriate security measures to protect against unauthorized access to; or unauthorized alteration, disclosure, or destruction; of your personally identifying information. We use Secure Socket Layer (SSL) to encrypt the transmission of data on the MSA member application, payment and login pages. Please be aware, however, that no transmission of information via the Internet can be entirely secure. You should, therefore, always use caution when submitting personally identifying information online.

Links to Other Web Sites

This Privacy Statement applies to MSA web services only. Our Site includes links to other websites. If you submit personally identifying information to any of those sites, your information is subject to their privacy statements. We encourage you to carefully read the privacy statement of any website you visit.

Changes to this Privacy Statement

Please note that this Privacy Statement may change from time to time. If we change this privacy statement in ways that affect how we use your personally identifying information, we will advise you of choices you may have as a result of those changes. We will also post a notice on our home page that this Privacy Statement has changed.

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