

## Together TakeMeHome.org Website Privacy Policy

*Last Updated: February 28, 2023*

This privacy policy discloses the privacy practices for together.takemehome.org (the “Site”). This website privacy policy applies to information collected by the Site and applies to visitors and users.

This privacy policy does not apply to employees and job candidates or to contractors. This privacy policy notifies you of the following:

1. What personally identifiable information is collected from you through the Site, how it is used and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. The security procedures in place to protect the misuse of your information.
4. How you can correct any inaccuracies in the information.
5. Emory University and its affiliates (“we”) are the sole owners of the information collected on the Site.

### INFORMATION COLLECTION, USE, AND SHARING

#### Information We Collect

We collect information that identifies, relates to, describes, references, is capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular consumer or device (“personal information”). In particular, we collect the following categories of personal information from participants:

<b>Category</b>	<b>Examples</b>
A. Identifiers.	A real name, postal address, Internet Protocol address, email address, alias.
B. Personal information categories listed in the California Customer Records statute (Cal. Civ. Code § 1798.80(e)).	Name, physical characteristics or description, address, telephone number, medical information, order history.
C. Protected classification characteristics under California or federal law.	Age, race, color, medical condition, physical or mental disability, sex and gender, sexual orientation, veteran, or military status.

We obtain the categories of personal information listed above from the following categories of sources:

- Directly from our participants. For example, from forms completed by our participants or from emails and phone conversations with our participants.
- Indirectly from our participants, their agents, and the laboratory partners.
- Indirectly from activity on the Site. For example, website usage details are collected automatically.
- From third-parties that interact with us in connection with the services we perform.

### Use of Personal Information

We may use or disclose the personal information we collect for one or more of the following business purposes:

- To fulfill or meet the reason for which the information is provided. For example, if you provide us with personal information in order for us to send you an HIV self-test.
- To provide you with information, products, or services that you request from us.
- To provide you with email alerts, and other notices concerning our products or services, or events or news, that may be of interest to you.
- To improve the Site and present its contents to you.
- For testing, research, analysis, and product development.
- As necessary or appropriate to protect our legal rights, property, safety, or the legal rights, property, or safety of our participants or other persons.
- To respond to law enforcement requests and as required by applicable law or court order.
- As described to you when collecting your personal information.
- To evaluate or conduct changes to the structure, organization, or operation of our organization.

### Sharing Personal Information

We may disclose your personal information to a third party for a business purpose. When we disclose personal information for a business purpose, we enter a contract that describes the purpose and requires the recipient to both keep that personal information confidential and not use it for any purpose except performing the contract.

In the preceding twelve (12) months, we have disclosed the following categories of personal information for a business purpose:

Category A: Identifiers.

Category B: California Customer Records personal information categories.

Category C: Protected classification characteristics under California or federal law.

We disclose your personal information for a business purpose to the following categories of third parties:

- Our affiliates
- Service providers.
- Third parties to whom you or your agents authorize us to disclose your personal information in connection with products or services we provide to you.

We do not sell or rent any personal information.

We share aggregated demographic information with our partners and advertisers. This is not linked to any personal information that can identify any individual person.

Information collected is sent to our shipping and fulfillment partner, ShipBob. Their privacy policy can be found here: <https://www.shipbob.com/privacy-policy/online-platform/>

Information collected may also be sent to [MailChimp](#), [Twilio](#), and [HelpScout](#) services as part of our customer service and communications.

#### *HIV Testing and Care-Related Information Reported to State Departments of Public Health:*

As part of this program, we may request your laboratory test results from the state Department of Public Health in order to confirm self-reported HIV test results and linkage to care.

#### Requests and Contact Information

You may contact us at [support@together.takemehome.org](mailto:support@together.takemehome.org) in connection with this privacy policy or any other matter pertaining to the collection, use, and sharing of personal information. We will evaluate requests to amend, delete, or obtain personal information on a case-by-case basis, and in accordance with our contractual and legal obligations. In connection with your request, we may request additional information to verify your identity and obtain sufficient information to understand and respond to the request. We will not discriminate against you for making requests in connection with your personal information.

#### Cookies

There are “cookies” used on the Site. A cookie is a piece of data stored on a site visitor’s hard drive to help us improve your access to our site and identify repeat visitors to our site. For instance, when we use a cookie to identify you, you would not have to log in a password more than once, thereby saving time while on our site. Cookies can also enable us to track and target the interests of our users to enhance the experience on our site. Usage of a cookie is not linked to any personally identifiable information on the Site.

In order to use the Site, you must agree to allow us to collect cookies for us to process your order.

#### Google Analytics

The Site uses Google Analytics, including Google Analytics first-party cookies, to collect advertising data on website visitors. This data may be used to inform future advertising campaigns or other marketing content.

Visitors can learn about Google’s practices by going to <https://www.google.com/policies/privacy/partners/>, or you may choose to opt out of these Google Analytics Advertising Features using opt-out tools such as: <https://tools.google.com/dlpage/gaoptout/>.

### IP Address

Your IP Address is a number that is automatically assigned to your computer by your Internet Service Provider. An IP Address may be identified and logged automatically in our server log files whenever a user accesses the Site, along with the time of the visit and the pages visited.

### **FORMS**

Users of the Site may be asked to complete registration forms for actions such as ordering an HIV self-test. During registration, a user is required to give certain information (such as name and email address).

To complete these forms, you must provide contact information (like name, shipping address, and phone number).

### **LINKS**

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

### **YOUR ACCESS “TO” AND CONTROL “OVER” INFORMATION**

You have the right to opt out of any future contacts from us at any time. You can do the following at any time by contacting us at [support@together.takemehome.org](mailto:support@together.takemehome.org).

### **SECURITY**

We take precautions to protect your information. When you submit sensitive information via the Site, your information is protected both online and offline.

Wherever we collect sensitive information, that information is encrypted and transmitted to us in a secure way. You can verify this by looking for a closed lock icon at the bottom of your web browser, or looking for “https” at the beginning of the address of the web page.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

### **USE OF SITE BY MINORS**

The Site is not directed to individuals under the age of seventeen (17) and, we do not knowingly collect personal information from individuals under the age of 17.

### **JURISDICTIONAL ISSUES**

The Site is controlled and operated by us from the United States and is not intended to subject us to the laws or jurisdiction of any state, country, or territory other than that of the United States.

## **UPDATES**

Our Privacy Policy may change from time to time.

You may contact us regarding this privacy policy at [support@together.takemehome.org](mailto:support@together.takemehome.org).