Personal Information We Collect

Information From You  
We collect some information directly from you when you voluntarily provide it to us, for example:

Contact Information: such as your name, address, telephone number, email address, and/or username and password, if you choose to create them.

Transaction Information: such as credit or debit card information, address and other information related to a billing or payment transaction, including things like information submitted to schedule an appointment and register for appointment reminders.

Client Services/Customer Care/Technical Assistance and Other Inquiries: such as, questions or comments you submit through online forms or via email.  For instance, if you contact us by phone, we may record the conversation and or keep summaries or notes of the call.

Applicant Information: information you provide in connection with career opportunities, such as your resume, cover letters and demographics.

Other Information You Provide: any other information you may provide to us directly through our websites for things like whitepapers or surveys, or through social media.

## How We Use Personal Information That We Collect

We may use your personal information:

* as reasonably necessary and proportionate to fulfill the purposes for which the information was provided
* to provide information, products or services
* to audit and measure user interaction with our websites, so we can improve the relevancy or effectiveness of our content and messaging
* to develop and carry out marketing, advertising and analytics
* to provide texts or emails containing information about our products or services, or events or news, that may be of interest to recipients, as permitted by law
* to deliver content and products or services relevant to your interests, including targeted ads on third party sites
* to detect security incidents or monitor for fraudulent or illegal activity
* debugging to identify and repair errors
* to comply with laws, regulations or other legal process

We may also use your personal information to:

* provide you with the services and products you request or that have been ordered and/or requested by your healthcare provider;
* process or collect payments for our services
* respond to your questions and otherwise provide support you request.

If you are using our websites or applications in connection with our HIPAA covered services, please refer to our HIPAA Notice of Privacy Practices , which describes how we use and disclose your protected health information, our legal duties with respect to your protected health information, and your rights with respect to your protected health information and how you may exercise them.

## How We Share Your Personal Information

We may share the information we collect as described below. When we share information, either within our company or with others, we take steps to require any recipients to uphold similar protections for information as that provided by Sigmund.

Within Sigmund. We may share your personal information with other Sigmund-owned business entities.

Service Providers/Vendors/Third Parties. We work with others to manage or support some of our business operations and services. These entities may be located outside of your country of residence or the country in which you are located.

For Legal Purposes. We may disclose relevant information as may be necessary or required for legal, compliance or regulatory purposes. This includes, for example, disclosures that are required to: (i) respond to duly authorized information requested of police and governmental authorities; (ii) comply with any law, regulation, subpoena, or court order; (iii) investigate and help prevent security threats, fraud or other malicious activity; (iv) enforce/protect the rights and properties of Sigmund or its subsidiaries; (v) protect the rights or personal safety of Sigmund, our employees, and third parties; or protect the security of our websites, systems, information, premises or property.

For Corporate Transactions. From time to time we sell, buy, merge or otherwise reorganize our businesses. Those corporate restructuring situations may involve the disclosure of personal information to prospective or actual purchasers, or the receipt of it from sellers.

Otherwise with Your Consent. We may also share information about you with third parties if we ask you, and you provide, consent to such sharing.

## Keeping Your Information Secure

Sigmund has adopted physical, technical and administrative measures that are designed to prevent unauthorized access or disclosure, maintain data accuracy, and ensure appropriate use of personal information. We cannot, however, ensure or warrant the security of information. No security measures are infallible.