

# CHRISTIAN FAMILY CARE

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**POLICY NUMBER:** 7.12

**APPLICABLE TO:** All

Policy Topic: **WEBSITE USER PRIVACY & SECURITY POLICY**

Purpose: To ensure Christian Family Care protects the privacy and security of website user information.

Policy: Christian Family Care (CFC) is committed to protecting the privacy and security of visitors to CFC websites. CFC does not collect personal website user information unless the user chooses to provide that information.

## **PROCEDURES:**

### Information Collected and Stored Automatically

1. When a user visits CFCare.org or any CFC website CFC may store some or all of the following: the internet address from which the user accesses the site, date and time, the internet address of the website from which the user linked from, the name of the file or words the user searched, items clicked on a page, and the browser and operating system used.
2. This information is used to measure the number of visitors to the various sections of the CFC site and identify system performance or problem areas. CFC also uses this information to help develop the site, analyze patterns of usage, and to make the site more useful. This information is not used for associating search terms or patterns of site navigation with individual users. On occasion, CFC may provide this information to third party entities it contracts with for the purposes of research analysis.

### Cookies

1. When users visit some websites, their web servers generate pieces of information known as cookies. Cookies are commonly used to recognize the user's computer in the future.
2. CFC uses cookies to serve technical purposes, like providing seamless navigation through CFCare.org or other sites managed by CFC. CFC also uses cookies to be able to track the number of unique visitors to the site.
3. Users can choose to disable cookies using their web browsers. It will not affect their ability to search for, review and retrieve pages on the site.

### Personal Information

Users are not required to provide any information to search, retrieve, download, filter and otherwise use the information available on CFC web sites. If a user chooses to provide CFC with personal information—like filling out a form to ask questions, request information, etc. with an email address—CFC uses that information to respond to the message, to help get the information the user requested, and to communicate with the

user in the future. Providing an email address is optional, except for submitting comments to posts or making a donation, and an email address will not be published.

Browser Information Collected on the Website

Ratings of information may be collected to track the usefulness of certain content and improve the value of CFC. CFC does not gather, request, record, require, collect or track any Internet users' personal information through these processes.

PROCEDURAL APPROVAL: Mark Egerton DATE: 10.01.20