

# JSMP Privacy Policy

## The Jacksonville Sports Medicine Program (JSMP)

### Information We Collect at the JSMP

The information we accumulate and retain regarding ATs includes: name, address, telephone and/or email contact, other credentials or licensure, BOC certification number, Florida license number, information related to completion of continuing education units (CEUs), and correspondence and materials related to the above.

### How We Use This Information

We collect, retain and use this information about you only to assist us in:

- Determining eligibility for event registration
- Determining completion of continuing education
- Interacting with state licensing or regulatory agencies, educational institutions, AT employers and CE providers
- Helping us to design, or improve, our education process so we can provide you with quality programs and services
- Assisting us in the research and development of programs and standards of practice to assist you and to help protect the public and the ATC® credential

### Maintenance of Accurate Information

We ensure that private information is as accurate and complete as possible. Please let us know immediately if you believe our records are inaccurate or if anything changes, such as your name, address, email, etc.

### Limitations on Access to Information

Employee access to personally identifiable member information is limited to those with a reason to know such information for JSMP administrative purposes or to assist you in some way, such as answering your questions. Employees are educated on the importance of maintaining the confidentiality of our members. The JSMP creates a mailing list of JSMP Certified Athletic Trainers available to exhibitors and vendors following educational programs they have supported. You may request that your name be excluded from this list at any time.

### Protection of Information via Established Security Measures

The JSMP is committed to the security of your information. All of our operational and data processing systems are in a secure environment that protects your information from being accessed by any unauthorized person. We safeguard information according to established security standards and procedures.

### **Restrictions on the Disclosure of Information**

It is our policy not to reveal information about specific ATs or other healthcare providers, except in the performance of bona fide organizational due diligence or where the:

- information is provided to verify an individual's certification status to a member of the public or an employer,
- information is provided to educate or locate credential holders regarding state regulatory matters; information shared is limited to name, contact information and certification status,
- information is provided to mitigate a threat to public health or safety,
- disclosure is required by law (e.g., subpoena, request by regulator, etc.), or
- written request is submitted by you for the information to be disclosed

Your name, location and contact information may be available online through the JSMP shared database system to physicians, athletic trainers, coaches and administrators and those deemed necessary.