

# POLICY

## Website Terms of Use and Privacy

STATUS:	APPROVED
Approved:	September 2019
Amended:	
To be reviewed:	TBD

## 1. Terms of Use

All users of this site agree that access to and use of this site is subject to the following terms and conditions and other applicable law. If you do not agree to these terms and conditions, please do not use this site.

### **Content Disclaimer**

While the College of Physicians and Surgeons of Saskatchewan (the "College" or "CPSS") makes every effort to ensure that all information posted on this website is accurate and complete, the College does not represent that it is so, or guarantee it, and accepts no liability or obligation for accuracy or completeness. The College reserves the right to update the information as necessary without notice.

Please check the College website from time to time for changes or updated information.

If there is any discrepancy between information posted on this website and the original paper version, the original paper document prevails. As this website is for information purposes only, you should seek appropriate, qualified advice before acting or omitting to act based upon any such information.

### Copyright

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If you have any questions regarding the content of this site or its terms of use, please contact the CPSS at <u>communications@cps.sk.ca</u>.

## 2. Privacy

The College respects your right to privacy as you visit our website. This policy applies only to this website (<u>www.cps.sk.ca</u>). It does not cover the practices of other organizations or their websites, including those you may access through the links provided on this website. We encourage you to read the privacy policies of all websites you visit, especially if you provide any personal information to them.

#### The information the College collects

When you visit the College website, the College automatically collects some limited information. This is not personal information and cannot directly identify a specific person. For example, the College tracks the Internet Protocol (IP) addresses or browser type of users who access our website. This is necessary for the operation and security of the website.

At times, you may choose to provide your personal information to the College. For example, the College collects your email address when you ask questions through <u>cpssinfo@cps.sk.ca</u>. This information is provided only to College staff who require it to respond to your request.

The College may also use this website to conduct electronic consultations in which individuals or organizations are invited to provide comments. If you send comments to the College through the website, the College will collect your comments and your contact details for the purposes of the consultation concerned. If you do not wish the College to collect and use your comments in this way, please do not forward them.

In addition, the College analyzes website traffic data and uses cookies to improve our services. A "cookie" is a piece of text that the College's webserver can store on your computer. The cookies the College uses log your progress through the site and record how you accessed the site. The information collected by the CPSS is limited and cannot identify specific users. Any information collected is only used to improve our website and the user experience.

The College uses third-party software including Google Analytics to analyze website traffic and usage data. None of the reports we receive from this software include information that personally identifies an individual.

#### How the College uses the information

The College only uses your personal information for the purposes for which you give it to us.

We do not share your personal information with other organizations or individuals unless:

- it is necessary to fulfill your request;
- it is required or authorized by law; or
- it will prevent or lessen a serious or imminent threat to somebody's health or safety.

The College does not utilize data for marketing purposes and does not allow targeted advertising on its website.

## How often will this Website Terms of Use and Privacy policy be updated?

We may update this policy from time to time in order to reflect, for example, changes to the cookies we use or for other operational, legal or regulatory reasons. We encourage you to review this policy regularly to stay informed about our use of cookies and related technologies.

The date at the top of this policy indicates when it was last updated.

#### Where can I get further information?

If you have any questions about our use of the data we collect, please e-mail us at <u>communications@cps.sk.ca</u> or write to us by conventional mail at:

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