



TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER.

# MINI-SERIES PRIVACY POLICY

## 1. Introduction

- 1.1. The Mini-Series is a product of Texas Tech University Health Sciences Center (TTUHSC). The website for the Mini-Series <https://app4.ttuhscc.edu/miniseries> is covered under and follows the TTUHSC Information Technology (IT) policies regarding responsible use of computer resources for the protection of users and the TTUHSC general privacy policy, both of which can be found at <https://www.ttuhscc.edu/administration/policies/privacy.aspx>.
- 1.2. The following privacy policy is in addition to the above-referenced policies and guidelines. We recognize that your privacy and the protection of your personal information is important to you. We have created this privacy policy in order to demonstrate our commitment to privacy. This policy explains the type of information which is gathered and tracked, how the information is used, and with whom the information is shared. This policy applies to all information collected by or submitted to the Mini-Series website <https://app4.ttuhscc.edu/miniseries>.

## 2. Information Collected

- 2.1. Regarding unregistered visitors to our web site:
  - 2.1.1. See TTUHSC general privacy policy at <https://www.ttuhscc.edu/administration/policies/privacy.aspx>
- 2.2. Registered users of Mini-Series website <https://app4.ttuhscc.edu/miniseries>:
  - 2.2.1. Registrant email addresses are collected for password reminders, correspondences necessary for fulfilling customer requests/orders, and correspondences about Mini-Series products and services. If you want to opt out of email correspondences at a later time, you can contact us. (See below.)
  - 2.2.2. There are times when we may request or require you to create an account with us in order to obtain certain services. In such cases we may collect user name or ID and password information from you. We use this information to verify users' identities in order to prevent unauthorized access to users' personal information. As part of registering for some of our services and products, we may collect contact demographic information such as your name, address, email address, institution, etc. We may also collect information regarding your personal and professional history, interests, activities, experiences and interests in health care products and services. Certain information may be required in order to complete the account registration process.
  - 2.2.3. The Mini-Series website system utilizes industry standard security measures to protect against the loss, misuse, and alteration of information under its control. While there is no such thing as absolute security on the Internet, we will take reasonable and prudent steps to promote the security of the personally identifiable information which you provide.
  - 2.2.4. We do not share our registrant's information with third parties, except as described herein, when allowed or required by applicable law, or with your permission.
  - 2.2.5. We ask registrants to evaluate mini-series materials or complete surveys in order to improve these materials and develop future ones.
  - 2.2.6. You may access your personal information to make corrections, and/or deletions of the same by logging into your account profile.

## 2.3. Other Uses or Disclosures of Information.

2.3.1. We may use the information you provide to contact you:

2.3.1.1. To check on potential verification problems, e.g., duplicate registrations.

2.3.1.2. To ask for more detail about information you have provided, e.g., on your suggestions for improvements.

2.3.1.3. To inform you that additional Mini-Series materials are now available at our site.

2.3.1.4. To complete approved surveys and/or complete product reviews.

2.3.2. You may request that we provide you with a copy of our record of the information that you provided to us. (See contact information below.)

2.3.3. TTUHSC is the sole owner of the information collected on this web site.

## 3. Links

3.1. The Mini-Series website may contain links to web sites controlled or offered by third parties (non-TTUHSC individuals and organizations). TTUHSC hereby disclaims liability for any information, materials, products or services posted or offered at any of the third-party sites linked to this website. By creating a link to a third-party website, TTUHSC does not endorse or recommend any products or services offered or information contained at that website, nor is TTUHSC liable for any failure or products or services offered or advertised at those sites. Such third party may have a privacy policy different from that of TTUHSC and the third-party web site may provide less security than TTUHSC sites.

## 4. Changes to the Mini-Series Privacy Policy

4.1. This privacy policy is effective May 28, 2020 and applies solely to information collected by the Mini-Series website <https://app4.ttuhscc.edu/miniseries>. If we decide to change our privacy policy, we will post those changes on our website and modify our uses and disclosures according to the new changes for only data collected or transmitted at the time of the policy change forward. Please periodically check this privacy policy for changes.

## 5. Availability

5.1. Mini-Series materials are not intended for distribution to, or use by, any person or entity in any jurisdiction or country where such distribution or use would be contrary to local law or regulation.

## 6. How to Contact Us

6.1. If you have any questions or concerns about this privacy policy or this website, you may contact us at the address below. We will use reasonable, good faith efforts to promptly address your concerns, subject to legal retention obligations and legitimate business needs.

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