

**DEPARTMENT:** Foundation  
**POLICY:** Donor Privacy Policy  
**EFFECTIVE:**  
**REVIEWED:** 07/2022



---

## I. PURPOSE

The purpose of this Donor Privacy Policy is to articulate that Osceola Medical Center and Osceola Community Health Foundation value the support and the trust our donors place in us. We want to let donors know how we will use their Personal Information and how we keep it private.

## II. POLICY

### What Personal Information do we collect?

“Personal information” refers to specific facts that can be used to identify or contact you as an individual. Personal Information includes, for example, your name, home address and phone number, birth date, sex, email address or other information that is unique to you.

We collect this information in various ways. Often you give it to us such as when you make a donation to the Foundation, volunteer for a Foundation event, purchase a ticket for a Foundation event, correspond with the Foundation, or ask for information about the Foundation. The Foundation may also receive your Personal Information from the hospital [or health system] where you received care (unless you have opted out of sharing that information with us) and from various publically available records.

### How do we use Personal Information?

We may use and share your Personal Information for any of the following purposes:

- To send you information you have asked for.
- To acknowledge your gift.
- To allow you to participate in a program you have enrolled in or an event.
  
- To inform you about the Foundation and its activities and to ask for gifts.
- To enable you to provide feedback to us on our programs and services.

If you do not want us to send you this kind of information, please let us know by contacting us by email at [jill.leahy@myomc.org](mailto:jill.leahy@myomc.org) or writing us at:

**Osceola Community Health Foundation**  
**ATTN: Executive Director**  
**PO Box 218, Osceola, WI 54020**

## **When do we share your Personal Information?**

We do not sell, trade, or share your Personal Information with other unaffiliated organizations. However, we do share our donors' Personal Information with the organization that benefits from your gift and with other foundations affiliated with OMC

We may share your Personal Information with unrelated third parties under the following circumstances:

- We may share Personal Information with a third party vendor who performs a service for us. for example, to a mailing service to prepare a mailing. In such as case, we require the vendor to use the Personal Information only for the purpose for which it was shared, keep Personal information confidential and secure, to notify us (so we can notify you) if the privacy of the information is breached, and to return Personal Information to us (or destroy it) when the service is complete.
- We will share Personal Information to the extent necessary required by law, such as to comply with a subpoena, court or administrative order, law, rule, regulation, or similar requirement that we believe in good faith legally obligates us to share it.
- We may use Personal Information to protect our rights, our web site, and to avoid or minimize our liability. For example, we may use Personal Information to investigate credit card or financial fraud and disclose it to law enforcement or our attorneys to consider taking legal action.
- We may share Personal Information with a new entity that controls us, or that we control, as a result of a corporate reorganization, such as a merger, acquisition, or spin-off.

## **Web site privacy**

In addition to your Personal Information you give us as a donor, if you visit the Foundation's web site and click on the "Privacy" link at the bottom of the page, you will learn in detail how we handle non-Personal Information you give us as a visitor to the Foundation's web site.

## **Security.**

We use reasonable organizational, technical, and administrative measures to protect Personal Information within our organization. Unfortunately, no data transmission or storage system can be guaranteed to be 100% secure. If you have reason to believe that your interaction with us is no longer secure (for example, if you feel that Personal Information we have for you has been compromised), please contact us immediately at the address below.

## **Credit card transactions**

If you make a transaction with the Foundation using a credit card, the transaction is protected by requirements established by the Payment Card Industry (PCI) and accepted by your credit card vendor, not by the Foundation or this policy.

## **Modifications**

The Foundation may amend this policy from time to time; please review it periodically. We maintain the option to modify this privacy at any time by electronic notice posted on our website. Your continued use of our website after the date that such notices are posted will be deemed to be your agreement to the changed terms.