

# **PRIVACY POLICY**

#### **Information Safeguards**

Dane Street is committed to safeguarding the Personal Information we receive from our customers and associates. We impose strict standards to maintain the confidentiality of Personal Information and we use physical, technical, and administrative safeguards to protect it. Our policies prohibit the unlawful disclosure of Personal Information. We share it externally only where federal and state law allows or requires it. Internally, it is our policy to limit the access, use and disclosure of Personal Information to be in line with the job duties of our associates, as well as applicable law.

#### Information We Collect

Dane Street may receive information about you such as:

- Your name, phone number, and postal address;
- Your date of birth, social security number, and government issued photo identification;
- Your health and medical records details, including policy numbers or health insurance enrollee identification numbers.

We collect personal information from:

- Insurance companies contracted with us;
- Third Party Administrators contracted with us;
- Government Agencies contracted with us;
- Other insurance support organizations contracted with us;
- Treatment providers involved in medical peer review or Independent Medical Exam claims in the course of conducting our business;

Information we collect from our customers may be kept by them. Our customers may disclose it to others.

#### Information We Disclose

We do not disclose personal information, except as required or allowed by law. Sometimes we are allowed to disclose personal information without consent.



Examples of such disclosures include:

- To insurers or agents who provide us your personal information so we can perform an insurance function;
- To medical providers entitled to discuss your insurance claim;
- To insurance regulators;
- To law enforcement;
- In response to subpoenas, search warrants or other court orders;
- To contracted vendors and service providers within and outside of the United States who are bound to safeguard your personal information.

Dane Street employees, contractors, and vendors do not share confidential or proprietary information with anyone in or outside of the company, unless there is a valid business need and the employee, contractor, or vendor has received permission to do so.

### **Right to Review & Correct Personal Information**

You may have rights regarding your Personal Information, subject to state or federal law. You may be entitled to review any Personal Information in our possession, request a copy of records containing your Personal Information, or request that any Personal Information stored by us be deleted.

To exercise your rights, you may contact us at <u>privacy@danestreet.com</u> or by sending a letter to: Chief Privacy Officer, 7111 Fairway Drive, Suite 201, Palm Beach Gardens, FL 33418.

The correspondence should include name, address, phone number, policy, claim or member number and describe the records that you would like to review. If we are able to complete your request, we may need to verify your identity prior to proceeding with your request.

### California Residents

If you are a California resident, California law entitles you to request information concerning whether your personal information has been disclosed to nonaffiliated third parties for their direct marketing purposes. We do not share your personal information with nonaffiliated third parties for such purposes.



## **Contact Dane Street's Privacy Department**

You may email Dane Street's Privacy Officer at privacy@danestreet.com.

### **Changes To This Notice**

We reserve the right to change this notice, and to make the revised or changed notice effective in the future. We will post the current notice or a summary of the current notice on our website with its effective date in the bottom right hand corner.