



## Howell Allen Clinic Privacy Policy

Last Updated: December [X], 2025

### Introduction

Howell Allen Clinic, P.C. (“**Howell Allen Clinic**,” the “**Company**,” “**we**,” “**us**,” or “**our**”) oversees this website, [www.howellallen.com](http://www.howellallen.com) all subdomains thereof (collectively, the “**Website**”) and all software, products, and services offered available on or through the Website or offered as part of or in conjunction with the Website (collectively, our “**Services**”). We have developed this Privacy Policy (the “**Privacy Policy**”) to inform all users (“**user(s)**,” “**you**,” or “**your**”) about how we collect information in the course of conducting our business, including on the Website, how we use the collected information, and a user’s rights with respect to the collected information. By accessing and/or using the Website or our Service, you accept and agree to be bound by this Privacy Policy. Your access to and use of the Website or our Services, and any Personal Information (as defined below) you provide, input, or otherwise make available through your access or use of the Website or our Services, are subject to this Privacy Policy at all times.

***PLEASE READ THIS PRIVACY POLICY CAREFULLY. IF YOU DO NOT AGREE TO BE BOUND BY THIS PRIVACY POLICY, THEN DO NOT ACCESS OR USE THE WEBSITE OR OUR SERVICES. IF YOU ARE NOT AT LEAST 16 YEARS OLD, YOU MAY NOT AGREE TO THIS PRIVACY POLICY AND MAY NOT ACCESS OR USE THE WEBSITE OR OUR SERVICES.***

### Information We Collect

When you use the Website or our Services, we may process the following types of information:

- Personal Information, which consists of any information that identifies, relates to, describes, or is capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular user or another individual for whom a user has provided such information. When you access or use the Website or our Services, we may collect Personal Information from you, including, but not limited to, first and last names, phone numbers, residential addresses, employers, employer addresses, employer phone numbers, email addresses, insurance information, and payment information. You may also provide your own Personal Information or the Personal Information of others to us through your use of our Website or our Services.
- Non-Personal Information, which consists of information that does not identify you, but provides insights regarding your use of the Website or our Services. For example, we may collect information about your use of the Website, including, but not limited to, Internet connections, computer equipment, browser information, websites visited before entering and after leaving the Website, IP addresses, and other information about your use of the Website that does not identify you as a user.

Personal Information and Non-Personal Information are collectively referred to as “**Information**.” Information we collect may be aggregated with Information collected from other users. It may also be combined with associated Personal Information that you provide to us or that we receive from third parties. If we combine or associate Information from other sources with Personal Information that we collect through the Website or our Services, we will treat the combined Information as Personal Information in accordance with this Policy.



We may also collect Geolocation Information, but only if you allow us to access your location by granting the Website access to your location when prompted or through your device's location services settings. You may change these settings on your device, but this may impact your use of and access to our Services.

### **Use of Information**

Except as otherwise stated, we may use Information we collect from you for the legitimate business purpose of providing the Website, our Services, and all other information, materials, or content provided through the Website or our Services (collectively, "**Content**"). Such legitimate business purposes include, but are not limited to:

- To provide our Services and other Content you request from us.
- To fulfill or meet the reason you provided the Information. For example, if you share your name and contact information to ask a question about our Services, such as through our [Contact Us](#) page, or our [Careers](#) page, we will use that Personal Information to respond to your inquiry.
- To provide you with support and to respond to your inquiries, including to investigate and address your concerns and monitor and improve our responses.
- To personalize and develop our Services, including without limitation to conduct data aggregation or research analysis and develop business intelligence that helps us enhance, improve, evaluate, operate, protect, make informed decisions about, and report on the performance of our Services.
- To notify you of any changes to relevant agreements, policies, or other terms related to your access to or use of the Website or our Services, and to enforce such terms.
- To work with our service providers who perform certain business functions or services on our behalf and who are bound by contractual obligations consistent with this Privacy Policy.
- To prevent or investigate fraud, or for risk management purposes, and to help maintain the safety, security, and integrity of our Services.
- As otherwise described to you when we are collecting Information from you or in the terms of the agreements governing your access to or use of our Services.

To the extent Information we collect through our Services constitutes protected health information ("**PHI**"), as that term is defined by the Health Insurance Portability and Accountability Act ("**HIPAA**"), we shall only use such PHI as permitted by HIPAA and in accordance with the terms of any contractual agreements governing our use of such PHI.

### **How We Share Information**

We may share Information with the following parties:

- Corporate affiliates, including corporate parents, subsidiaries, other affiliated entities, and associated entities for the purposes described in this Privacy Policy which are required to treat the information in accordance with this Privacy Policy.
- Service providers that help us administer and provide our Services (for example, a web hosting company whose services we use to host a platform). These third-party services providers have



access to Personal Information only for the purpose of performing services on our behalf. We have entered into contractual relationships with these service providers and require them to comply with all applicable information privacy laws and regulations and to use the Information only for the purposes for which it was disclosed. We require that any third-party service providers limit their use of Information solely to providing services to us and that they maintain the confidentiality, security, and integrity of Information and not make unauthorized use or disclosure of the Information.

- Authorized third parties, who are parties directly authorized by users to receive the applicable Information, such as when a third-party application provider is authorized to access a user's account or Information provided by a user. The use of Information by an authorized third party is subject to the third party's privacy policy.
- As we believe necessary: (i) under applicable law; (ii) to enforce applicable terms and conditions; (iii) to protect our rights, privacy, safety or property, and/or that of our affiliates, you, or others; (iv) to detect, prevent, or otherwise address fraud, security or technical issues; (v) to respond to claims that contact information (e.g. name, e-mail address, etc.) of a third-party has been posted or transmitted without their consent or as a form of harassment; and (vi) to respond to requests from courts, law enforcement agencies, regulatory agencies, and other public and government authorities, which may include authorities outside your country of residence.
- As otherwise permitted pursuant to your express consent.

To the extent Information constitutes PHI, we shall only share that PHI as permitted by HIPAA and in accordance with the terms of any contractual agreements governing our disclosure of such PHI.

### **Information Security**

We implement reasonable safeguards, online and offline, to safeguard Information that is provided or collected through the Website or our Services, including, but not limited to, alignment with all applicable HIPAA regulations. However, we cannot guarantee or warrant the security of Information provided to us or otherwise transmitted to or through the Website or our Services. We are not responsible for the theft, destruction, or inadvertent disclosure of Information. It is your responsibility to safeguard any passwords, ID numbers, or other special access features associated with your use of our Services. Any transmission of information is at your own risk.

If you have any questions about security on our Services, or if you become aware of any unauthorized use of an account, loss of your account credentials, or suspect a security breach, notify us immediately via email at [howellallenclinic@gmail.com](mailto:howellallenclinic@gmail.com). If our security system is breached, we will notify you of the breach to the extent required under applicable law.

### **Information Retention**

We retain the Information we receive as described in this Privacy Policy for as long as you use the Website or our Services, or as necessary to fulfill the purpose(s) for which it was collected, to provide our Services, resolve disputes, establish legal defenses, conduct audits, pursue legitimate business purposes, enforce our agreements, and comply with applicable laws.

### **Links to Third-Party Websites**



The Website and our Services may contain links to other websites that are not operated by us. If you click on a link to another site, you will be directed to that third party's site. Such links do not constitute an endorsement by us of those other websites, their content or services, or the persons or entities associated with those websites. This Privacy Policy does not apply to third-party websites. We have no control over, and assume no responsibility for, the content, privacy policies, or practices of any third-party websites or services. We encourage you to review the privacy policies and terms of all third-party websites or services that you may visit.

### **Children's Privacy**

We do not sell products or services for purchase by anyone under the age of 16. We will never knowingly request or solicit Personal Information from anyone under the age of 16 without verifiable parental consent. In the event that we receive actual knowledge that we have collected such Personal Information without the requisite and verifiable parental consent, we will delete that information from our database as quickly as is practical. We reserve the right to request proof of age at any stage so that we can verify that minors are not using our Services.

### **Your Rights Regarding Your Personal Information**

You are entitled to make the following requests related to your Personal Information, and we will honor all such requests to the extent required by and in accordance with applicable law:

- You may request access to your Personal Information that we have processed or collected.
- You may request confirmation of what Personal Information of yours we have processed or collected.
- You may request to correct inaccuracies in your Personal Information that we have collected.
- You may request that we delete Personal Information of yours that we have collected.
- You may request that we limit our use or disclosure of your Personal Information.
- You may request to opt out of the processing of your Personal Information for targeted advertising, the sale of your Personal Information, and profiling activities in furtherance of decisions that produce a legal or similarly significant effect.
- You may, once per calendar year, request a list of what Personal Information of yours, if any, we disclosed to third parties in the preceding calendar year and the names and addresses of those third parties.

Requests may be made by emailing [howellallenclinic@gmail.com](mailto:howellallenclinic@gmail.com). We will not treat you in a discriminatory manner for making any such request, whether or not we are legally required to fulfill the request.

### **Cookie Policy**

We may also use Information collected from you by cookies, web beacons, and other Internet tracking technology, including Personal Information, to store preferences, make personalized features and other services available to you, generate statistical information, monitor and analyze user traffic and usage patterns, monitor and prevent fraud, investigate complaints and potential violations of our policies, and otherwise help administer, maintain, and improve the Website and our Services.



The Website may utilize or permit several different categories of cookies, as follows:

- Essential Cookies – These cookies are essential for the proper operation of the Website. For example, they may facilitate page navigation.
- Functional/Preference Cookies – These cookies allow us to remember your preferences (such as your language or the region you are in) and allow us to make the Website experience better for you.
- Advertising/Marketing Cookies – These cookies are used to highlight articles, other content, or services that we (or in some cases a third party) believe will be of interest to you based to some extent on your use of the Website.
- Analytics/Performance Cookies – These cookies help us understand how our Website performs, how visitors interact with the Website, and whether there may be technical issues. These cookies also allow us to analyze how visitors use our Website and measure its performance, and they allow us to provide a quality experience by customizing our offering and quickly identifying and addressing issues that arise.

We do use or allow certain third parties to serve cookies on the Website. We may allow third parties to serve cookies to help identify fraudulent or automated traffic on the Website. In addition, third parties that provide content feeds may serve cookies. We may use third-party cookies to help us with market research, improving functionality, and enforcing Website terms and policies. For example, we use Matomo to help us evaluate our website traffic.

Your browser may allow you to disable certain cookies, or you may be able to utilize a global privacy control in connection with your browser. Third party cookie providers may provide an opt out tool for their cookie(s). Note that disabling cookies may in some instances impact the functionality of the Website.

### **Notice to California Residents**

California residents may exercise certain privacy rights pursuant to the California Consumer Privacy Act of 2018, as amended by the California Privacy Rights Act of 2020, and related regulations (“CCPA”). These rights apply to Californians’ personal information, including the right to know how their data is collected, used, shared, and sold. They also have the right to request deletion of personal information, subject to certain exceptions. We honor these requests and will not discriminate against anyone who chooses to exercise their privacy rights. If you are a California resident interested in exercising your rights under the CCPA, please contact us at [howellallenclinic@gmail.com](mailto:howellallenclinic@gmail.com).

### **Americans with Disabilities Act**

We are committed to providing an accessible and inclusive experience in accordance with the Americans with Disabilities Act. We take steps to ensure that individuals with disabilities are able to access the Website. As part of this commitment, we regularly review, evaluate, and update the website to help prevent accessibility issues and maintain usability for all who use the Website. If you have any difficulty or questions relating to the accessibility of the website, please contact us at [howellallenclinic@gmail.com](mailto:howellallenclinic@gmail.com).

### **Changes to this Privacy Policy**

We reserve the right to modify and update this Privacy Policy at any time by posting an amended version of the statement on the Website. Please refer to this Privacy Policy regularly. If at any time we decide to use Personal Information in a manner different from that stated at the time it was collected, we will notify



you either on the home page of the Website, via email, or through other communication channels available within the software or applications utilized for our Services.

**How to Contact Us with Questions or Comments regarding this Privacy Policy**

If you have any questions or comments about our Privacy Policy, please contact us via email at [howellallenclinic@gmail.com](mailto:howellallenclinic@gmail.com).