

## **Advanced Oral & Maxillofacial Surgery's Website Privacy Policy**

Advanced Oral & Maxillofacial Surgery is committed to protecting the privacy of visitors to our Website. (www.advoms.com). Any Information gathered on our Website is used to monitor our effectiveness in providing relevant and credible health information and improving our Website. Advanced Oral & Maxillofacial Surgery is committed to making certain that our Website is used as a resource to provide information which may answer questions or concerns of our visitors.

### **What information do we collect?**

We do not automatically collect the full e-mail address of visitors to our Website. The only way we obtain your name or e-mail address is when you choose to provide that information to us. Examples of how you might provide us with such personal information include:

- E mailing us with a comment or question
- Completing our patient information registration form

### **How do we use the information we collect?**

- Advanced Oral & Maxillofacial Surgery does not sell, trade or rent personal information about its Website visitors.
- The information we collect about the domain name of the server from which you are visiting is aggregated and used solely to determine the number of visitors to our site each day, and sources of traffic.
- E-mail addresses provided by visitors are used to respond to comments and questions submitted.
- If a Website visitor asks us to send material that cannot be transmitted electronically, we will need to know the visitor's name, e-mail address, and mailing address. We will use that information only to fulfill the visitor's request.

### **How can I get my name removed from your files?**

If you do not want to receive e-mail from Advanced Oral & Maxillofacial Surgery, please let us know by sending an e-mail notification to [drswd@advoms.com](mailto:drswd@advoms.com). When you write, it is imperative that you provide the following information so that we can be sure to honor your request:

- Your full name
- Your active e-mail address (If you use more than one e-mail address, send a message to us from each of your e-mail accounts.
- A sentence asking that your email address be removed from our files.
- The specific information that you do not wish to receive.

We will process your request as soon as possible.

### **Your consent**

By using our Website, you consent to the collection and use of the information discussed above by Advanced Oral & Maxillofacial Surgery. Changes in the policy will be posted on this page so that you may always be aware of what information is being collected and how it is being used, and under what circumstances it is being disclosed.

### **Our commitment**

Advanced Oral & Maxillofacial Surgery is committed to its mission of serving the health care needs of individuals and families in the community. We will live up to the privacy standard as outlined in this policy because we are obligated to act in good faith, to fulfill the offices' mission statement. Meeting these obligations compels us to be honest; to act in the public's best interests, and protect the privacy and confidentiality of the information provided to us.

**Tell us what you think**

Advanced Oral & Maxillofacial Surgery welcomes your questions and comments about privacy. Please send your comments via e-mail [drswd@advoms.com](mailto:drswd@advoms.com).