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**Our Commitment To Privacy**

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on our homepage and at every point where personally identifiable information may be requested.

We obtain permission to post on the website photographs of patients who have completed their treatment in our office. There is no personally identifiable information about the individuals, and their photos are not identified, should an individual ask us. (This idea of not identifying photos of individuals applies also to portraits found in the Smiles Hall of Fame within the office.)

**The Information We Collect:**

This notice applies to all information collected or submitted on the L. ALAN JONES, DMD PC website. On some pages, you can make requests, ask questions, and register to receive materials. The types of personal information collected at these pages are:

Name  
Address  
Email address  
Phone number  
Credit/Debit Card Information  
(etc.)

**The Way We Use Information:**

We use the information you provide about yourself when completing a medical history form in order to gain important medical and dental information about yourself and to properly identify you in our database. Sharing of this information with other doctor's offices, insurance companies and other entities is an activity the protection of which is provided by our compliance with the HIPAA agreement (patient privacy disclosure agreement.)

We use the information you provide about someone else when completing a medical history form in order to gain important medical and dental information about that other individual and to properly identify that individual in our database. Sharing of this information with other doctor's offices, insurance companies and other entities is an activity the protection of which is provided by our compliance with the HIPAA agreement (patient privacy disclosure agreement.)

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

You can register with our website if you would like to receive our newsletter. Information you submit on our website will not be used for this purpose unless you fill out the registration form.

We use non-identifying and aggregate information to better design our website, but we DO NOT share it with any advertisers.

Finally, we never use or share the personally identifiable information provided to us online in ways unrelated to the ones described above without also providing you an opportunity to opt-out or otherwise prohibit such unrelated uses.

### **Our Commitment To Data Security**

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

### **Our Commitment To Children's Privacy:**

Protecting the privacy of the very young is especially important. For that reason, we never collect or maintain information at our website from those we know are under 13.

### **How You Can Access Or Correct Your Information**

You can access all your personally identifiable information that we collect online and maintain by scheduling an appointment at our office at 1111 Gleneagles Drive. Our telephone number is 256-882-9483. We use this procedure to better safeguard your information.

You can correct factual errors in your personally identifiable information by sending us a request that credibly shows error.

To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

### **How To Contact Us**

Should you have other questions or concerns about these privacy policies, please call us at 256-882-9483 or send us an email at [webquery@producingsmiles.com](mailto:webquery@producingsmiles.com).