Privacy policy
Office of CME, University of Missouri School of Medicine
The Office of CME of the University of Missouri School of Medicine respects and values your privacy and the confidentiality of the information you choose to share with us. We are committed to protection of this information and will assure your privacy when participating in CME activities on our Web site.

We've structured our Web site so that, in general, you can visit the Office of CME on the Web without identifying yourself or revealing any personal information. Once you choose to provide us personally identifiable information (any information by which you can be identified), you can be assured that it will only be used to support your relationship with the Office of CME.

Awareness
CME provides this Online Privacy Statement to make you aware of our privacy policy and practices and of 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 from the bottom of every CME web page.

What we collect
Information collected when you register: If you decide to register for one of our course offerings, we will collect personal information that you voluntarily share with us. In addition to using this data for registration and entry into our database, we may use this information to contact you with email updates when new material is posted to the site.

We keep confidential any personal information that you provide to us. This information includes your name, postal and e-mail addresses, and telephone number. The personal information you provide is stored in a secure location and only authorized people are able to access it. We do not share our registrants’ information with other institutions, except as may be required by law. However, your name may be published in the list of registrants in the syllabus of the particular course for which you have registered unless you elect to opt out.

If a fee is charged and registrants can pay online, we ask for credit card information. These transactions are encrypted before transmission over the internet.

How we use it
CME uses your information to better understand your needs and provide you with better service. Specifically, we use your information to help you complete a transaction, to communicate back to you, to update you on service and benefits, and to personalize our web site for you.

Who we share it with
CME will not sell, rent, or lease your personally identifiable information to others. Unless we have your permission or are required by law, we will only share the personal data you provide online with other CME entities and/or business partners who are acting on our behalf to complete the activities described above. Such CME entities and/or business partners, including those located in other countries, are governed by our privacy policies with respect to the use of this data.

Choice
CME will not use or share the personally identifiable information provided to us online in ways unrelated to the ones described above without letting you know and offering you a choice.

Security
CME is committed to ensuring the security of your information. To prevent unauthorized access, maintain data accuracy, and ensure the appropriate use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online. As described above, we use encryption when collecting or transferring sensitive data such as credit card information.

Change in Policy
As our internet site changes and grows, we may collect additional information or may use information in different ways. If our information practices change, we will modify this policy statement. When it does, we will post a notice on our home page to inform visitors of this change.
Links to other Web sites
We provide links to other Web sites that may have privacy policies that are different from ours and not affiliated with the Office of CME or the University of Missouri. We are not responsible for the content or privacy policies of those sites.

Contact information
For questions regarding this Internet privacy policy, please contact the Office of CME via e-mail at rentfroa@health.missouri.edu or by regular mail at:

Office of Continuing Medical Education
University of Missouri School of Medicine
2401 Lemone Indust Blvd
DC345.00
Columbia, Missouri  65212