

## ALLWAYS ADVISOR FORUM | ONLINE COMMUNITY TERMS & PRIVACY POLICY

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The following terms and disclosures (the “Online Community Terms”) govern your use of the Site and provide important information concerning privacy, security, and links to other websites. You must agree to these Online Community Terms in order to become a participant, and since this information may be updated from time to time as we continue to expand the capabilities of the Site, please make sure to review the Online Community Terms now and periodically in the future to ensure that you understand the terms associated with your use of the Site. BY BROWSING, ACCESING OR OTHERWISE USING THE SITE IN ANY MANNER, YOU HEREBY ACCEPT, WITHOUT LIMITATION OR QUALIFICATION, THESE ONLINE COMMUNITY TERMS. IF YOU DO NOT AGREE TO THESE ONLINE COMMUNITY TERMS, PLEASE DO NOT USE THE SITE AND EXIT NOW.

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You will use the Site only in a safe manner and for lawful and legitimate purposes. Any use of the Site other than as specifically authorized in these Online Community Terms is strictly prohibited and may result in our suspension or termination of your license to use the Site, as well as possibly exposing you to legal action and damages.

In using the Site, you shall not:

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- collect, steal, or harvest any personal information through the Site;
- impersonate any person or entity or misrepresent your affiliation with a person or entity;
- use this Site for any purpose in violation of local, state, national, or international laws;
- use this Site as a means to distribute or post advertising or other unsolicited material to any third party;
- reverse engineer, disassemble, or decompile any software included on the Site;
- use any scraping, data mining, robots, or similar data gathering or extraction methods in connection with the Site;
- disrupt the operation of the Site in any manner, including, but not limited to, through the use of methods such as denial of service attacks, flooding, or spamming;
- use the Site to violate the security of a network, service, or other system, whether successful or not, or to modify, erase, or damage any information contained on the computer of any user connected to the Site;
- interfere with, compromise the system integrity or security, or decipher any transmissions to or from the servers running the Site;
- take any action that imposes, or may impose at our sole discretion, an unreasonable or disproportionately large load on our infrastructure;
- upload invalid data, viruses, worms, keyloggers, spyware, Trojan horses, time bombs, malicious or harmful code, or other software agents through the Site;
- violate any requirements, procedures, policies, or regulations of networks connected or linked to the Site;
- hack, spam, or phish the Site or other users of the Site;
- use the Site other than for its intended purposes and in any manner that is inconsistent with these Online Community Terms; or
- hold AllWays Health Partners, Mass General Brigham. or any of their respective affiliates responsible for your use of the Site.

Please let us know about any inappropriate behavior that you become aware of when using the Site. If you find something that violates these Online Community Terms, let us know by sending us an e-mail to [allwaysadvisorforum@AllWaysHealth.org](mailto:allwaysadvisorforum@AllWaysHealth.org). We reserve the right, in our sole and absolute discretion, to deny you or anyone access to the Site without notice.

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#### **PRIVACY & SECURITY.**

##### **Information You Provide to Become a Registered Member.**

When you visit the Site, we provide you with the opportunity to sign up as a registered member of the AllWays Advisor Forum (**“Registered Member”**) by providing your name and e-mail address, completing a profile questionnaire, and then opting into the community. As a Registered Member, you are given access to certain member-restricted areas. Please remember that your decision to sign up as a Registered Member is voluntary. Please also be advised that if you contact us by e-mail, we may keep a record of your contact information and correspondence, and may use your e-mail address, and any information that you provide to us in your message, in order to respond to you.

As a participant in the AllWays Advisor Forum, you may be asked to supply personal information when you choose to complete our surveys. These surveys will be completely voluntary and you can choose to disclose this information or not.

This Site may provide you with the opportunity to voluntarily submit forms via e-mail. If you do so by e-mail, AllWays Health Partners cannot guarantee the confidentiality or security of the information that you send. E-mail sent over the Internet is not secure. **Therefore, do not use these e-mail forms, or use e-mail in general, to provide us with Protected Health Information (PHI) or other detailed medical information.** AllWays Health Partners **will not be liable for any breach of confidentiality resulting from the use of e-mail via the Internet.**

##### **Information We Collect About Your Interaction With The Site.**

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- **“Cookies”** are electronic files many websites place on a visitor’s computer to store information that makes each visit to a respective website more efficient. To remove cookies, you may configure your browser to clear all cookies, or configure it to reject cookies whenever you visit a new website. Consult your browser’s user guide for specific instructions on removing cookies. Please be aware that disabling or removing cookies may cause the Site or certain of its features not to function properly or as designed.

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- We may use the information we collect from and about you through the Site for any of the following purposes: (i) to operate the Site and to provide services to you, (ii) to respond to your requests and inquiries, (iii) to notify you about important changes to the Site or our services, such as revisions to these Online Community Terms, security announcements, or other similar messages, (iv) to review Site usage and operations and to improve the content and functionality of the Site, (v) to protect the security or integrity of the Site or our organization, or (vi) to tailor the Site to your needs and the needs of other visitors. We may use Anonymous Information for any purpose in our discretion. We do not collect personal information about you that you do not voluntarily provide to us.
- We use and disclose information, including PHI (if applicable), only according to our strict confidentiality policies and in accordance with applicable federal and state laws designed to protect a member's privacy. We handle, maintain and use all PHI that our members disclose to us in accordance with our health plan's Notice of Privacy Practices (<http://resources.allwayshealthpartners.org/members/privacy-practices.pdf>), which is linked to these Online Community Terms and incorporated herein by reference.

### **How We Share Information Collected Through the Site.**

AllWays Health Partners does not sell, lease or rent the personal information you share with us on or through the Site with third parties for commercial or direct marketing purposes. AllWays Health Partners may disclose your personal information to third parties only (i) as required by law or regulation or as we believe in good faith that disclosure of such personal information is reasonably necessary to: (1) satisfy any applicable law or regulation, (2) to respond to claims and/or to comply with a judicial proceeding, court order or legal process served on us, (3) to protect and defend our rights or property and/or the rights or property of third parties, as permitted by law, or (4) to detect, prevent or otherwise address fraud, security, or technical issues; and/or (ii) with our service providers that provide certain services to maintain and operate the Site or to help us deliver services to you.

### **How We Protect Your information.**

AllWays Health Partners uses reasonable administrative, physical and technical safeguards designed to secure the personal information you share with us. The information that we collect from users through the password-protected sections of the Site is confidential and is available only to authorized users. It is protected from unauthorized access through multiple layers of security controls and monitoring. However, regardless of the precautions taken by us or by you, no data transmitted over the Internet or any other public network can be guaranteed to be 100% secure. We cannot ensure or warrant the security of any information you transmit to us and you provide all personal information to us at your own risk.

### **Usernames and Passwords.**

Registered Members are responsible for maintaining the security of their account profile information, including username and password information, and for any and all activities that occur under the Registered Member account.

## **DISCLAIMERS.**

### **General Disclaimer.**

Content on the Site is provided to you AS IS. You understand that we do not guarantee the accuracy, safety, integrity, or quality of Content and you hereby agree that you must evaluate and bear all risks associated with the use of any Content, including any reliance on the Content or the integrity and accuracy of such Content.

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Certain features of the Site, such as online focus groups or discussions boards, allow you to post, submit, publish, share or manage ideas, opinions, recommendations, data and information ("**Your Content**"). By posting or publishing Your Content, you represent and warrant to us that you have all necessary rights to distribute Your Content to us, either because you are the author and have the right to distribute the same, or because you have the appropriate distribution rights, licenses, consents, and/or permissions to use, in writing, from the copyright or other owner of Your Content. You hereby grant to us and our authorized personnel a worldwide, royalty-free, fully-paid, non-exclusive, transferable and sublicensable license to copy, publicly perform, publicly display, publish, distribute, create derivative works of, and otherwise exploit Your Content as we in our sole and absolute discretion deem appropriate to perform and to promote the Site and our organization. You acknowledge and agree that we will own all right, title, and interest in and to any materials, content, or other works of authorship created by us or on our behalf and used in connection with the Site offered by our organization. **PLEASE BE AWARE THAT ANY INFORMATION, IDEAS OR OPINIONS YOU CHOOSE TO PUBLISH ON OR THROUGH OUR SITE ARE PUBLICLY AVAILABLE AND MAY BE SEEN BY LARGE NUMBERS OF PEOPLE.**

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**MODIFICATION OF THESE TERMS OF USE.** We reserve the right to change these Online Community Terms and any terms, conditions and notices under which the Site is offered. We may terminate these Online Community Terms at any time by suspending or terminating access to the Site. You can see when these Online Community Terms were last revised by referring to the "Last Updated" legend above. Your continued use of the Site after we have posted revised Online Community Terms signifies your acceptance of such revised Online Community Terms.

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**CONTACT INFORMATION.** If you have questions or concerns with respect to AllWays Health Partners or the Site, please contact us using one of the following options:

By e-mail: [allwaysadvisorforum@AllWaysHealth.org](mailto:allwaysadvisorforum@AllWaysHealth.org)

By phone: 1-800-433-5556

By mail: AllWays Health Partners

Attn: AllWays Advisor Forum

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