



Privacy Policy for Veteran's Assistance Commission Booking Page

Introduction

Your privacy is important to the Veteran's Assistance Commission ("we," "us," "our"). This Information We Collect

We gather only basic, non-sensitive information required to confirm and manage your appointment:

- Name
- Email address
- Phone number
- Preferred appointment date/time

No medical, insurance, or clinical details are collected through this form.

Use of Collected Information

Your data is used only to:

- Confirm and schedule appointments
- Send reminders and basic notifications
- Manage booking logistics internally

We do not use, disclose, or retain your information for any other purpose.

HIPAA & Data Minimization

We adhere to HIPAA's Minimum Necessary Standard by limiting data collection to essential scheduling. Data Security

We implement multiple safeguards to protect your information:

- Encrypted data transmission (SSL/TLS)
- Access control, including unique employee logins and multi-factor authentication
- Audit logs monitor booking activity

- Staff are trained in privacy and confidentiality best practices

Data Retention & Deletion

We retain your booking data solely for administrative purposes and delete it when it is no longer needed. Sharing & Disclosure

Your data is never sold, rented, or shared with third parties, except in cases where we are legally obligated. To Your Rights

You have the right to:

- Request access to your data
- Request correction or deletion
- Lodge a complaint regarding misuse of your information

To exercise these rights, contact our Privacy Officer.

Contact Us

Veteran's Assistance Commission (Champaign County)

Scott M. Bennett Administrative Center

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