

## **National GP Forum Privacy Statement**

Revised: 13/04/16

### **Introduction**

National GP forum is a platform to create and participate in discussions, using text, links, profiles, audio, pictures, videos and other media (hereinafter referred to as "Material") appropriately

This privacy statement sets out how National GP forum Limited collects, uses and protects any information you give us when you use National GP forum.

We are committed to ensuring that your privacy is protected. Should you give us any information by which you can be identified when using National GP forum then you can be assured that we will use it only in accordance with this privacy statement.

We may change, modify, add or delete portions of this policy from time to time. When we do so we will notify you of such changes by a site-wide announcement. This will be visible on all forum pages for one week from the date of the changes. After that, you can continue to find it in the Announcements forum. Your continued use of National GP forum will constitute your binding acceptance of the change.

### **What we collect**

National GP forum collects the following information:

- Information which you supply on registration or as part of your profile;
- Information which you post on National GP forum;
- Information which you otherwise provide to us
- Information relating to your use of National GP forum generally. This includes, for example, login and logout times, threads to which you have subscribed and posts you've Liked.

Technical details in connection with visits to this website are logged by us and our internet service provider for our statistical purposes. The technical details logged include:

- The IP address of a visitor and the top-level domain name used (for example .ie, .com, .org, .net);
- The previous website address from which a visitor reached us, including any search terms used;
- 'Clickstream' data which shows the traffic of visitors around National GP forum (for example pages accessed and documents downloaded); and
- The type of web browser used by a visitor.

This technical information will be used only by National GP forum Limited and only for statistical purposes, other administrative purposes.

In common with many sites we use outside providers for web-site statistics. Please note that to provide statistics these outside providers use visitors' IP addresses but do not have access to any National GP forum usernames or email address and therefore cannot match a user to an IP address for the purpose of identification. This data may be stored by these providers outside of the

EU for processing. The provider we use are Google Analytics. You can find further information on these at the following locations:

- Google Analytics - <http://www.google.com/analytics/>

### **Retention of Personal Information**

Please note that any information that you provide will only be held for as long as necessary for the purpose for which it was provided.

### **Cookies and tracking**

Like many websites, National GP forum use "cookies" to enable us to personalise your visits to this website, simplify the signing-in procedure, keep track of your preferences and to track the usage of this website. Cookies are small pieces of information that are stored in the hard drive of your computer by your browser.

Most Web browsers automatically accept cookies, but, if you wish, you can change the settings on your browser to reject all cookies, to be notified when a cookie is sent or to accept all cookies. Your browser's help screen or manual will tell you how to do this.

If cookies are disabled then functionality on National GP forum will be slightly reduced but other sites may be affected to a greater extent.

Like all websites, our servers automatically record 'log files' containing information about the volume and characteristics of our website traffic e.g. IP address, numbers of pages viewed, length of time spent on site. We use log files to build pictures of how our site is used that help us to monitor and improve the service.

If you are primarily concerned about third party cookies generated by advertisers, you can turn these off by going to <http://www.youronlinechoices.com/ie/>

### **External providers**

From time to time we may ask an external provider to provide services, for example we may ask an external company to carry out a survey. If any personal information is required you will be advised beforehand and you will be afforded an opportunity to opt out.

### **What we do with the information we collect**

National GP forum requires this information for the operation of National GP forum, to understand your needs and provide you with a better service. In particular, we may use or disclose your information for the following reasons:

- We may use this information for our administration and record keeping.
- We may transfer this information from National GP forum to any other site which is affiliated with National GP forum or its owners
- We may use this information for technical processing and to address technical problems or service complaints;
- We may disclose this information where required by law to do so;
- We may disclose this information to law enforcement, government officials or courts where we believe or are advised that disclosure is necessary and proportionate; and

- We may disclose this information where we believe or are advised that disclosure is necessary and proportionate for the protection of the legitimate interests of ourselves or of a third party.

We will not otherwise disclose, sell or distribute your information to any third party without your permission. National GP forum acts in accordance with the [Data Protection Commissioner's Guidelines](#) in respect of personal data.

### **Anonymous and aggregated data**

National GP forum may aggregate data in an anonymous manner for disclosure to advertisers or business associates for promotion and marketing purposes. By way of example, we may disclose to an advertiser the number of unique visitors to National GP forum or the percentage age groups of our members. In such an event we undertake to ensure that no such data could be used to personally identify you.

### **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

### **Glossary of technical terms used**

Web browser

The piece of software you use to read web pages. Examples are Microsoft Internet Explorer, Firefox, Safari and Opera.

IP address

The identifying details for your computer (or your internet company's computer), expressed in 'internet protocol' code (for example 192.168.72.34). Every computer connected to the web has a unique IP address, although the address may not be the same every time a connection is made.