

Illinois State Council Emergency Nurses Association Web Policy

Privacy Notice

Illinois ENA respects and protects the privacy of the individuals who use the Illinois ENA Web site. Individually identifiable information is not willfully disclosed to any third party without first receiving the user's permission, as explained in this privacy policy. The only exception to this policy would be to comply with any valid legal process, such as a search warrant, subpoena, statute, or court order.

Illinois ENA has instituted appropriate safeguards in an effort to ensure the security, integrity, and privacy of any personally identifiable information.

Cookies: Upon a user's first visit to the Illinois ENA website, Illinois ENA sends a "cookie" to the user's computer. A cookie is a piece of data that identifies a unique user. Illinois ENA uses cookies to improve the quality of our service by tracking user trends and patterns of how visitors navigate the Illinois ENA Web site. Illinois ENA will not disclose its cookies to third parties except as required by a valid legal process as described above. Most browsers are initially set up to accept cookies, but users can reset their browsers to refuse all cookies or to indicate when a cookie may be sent. Be aware that some parts of the Illinois ENA search function may not operate properly if cookies are refused.

Illinois ENA does not collect any unique information about users except when they specifically and knowingly provide that information. Illinois ENA may save information such as time of day when the site was visited, browser type and language, and IP address with each query. That information is used to verify our records and to provide more relevant service to our users.

Information sharing: Illinois ENA will only divulge aggregate information about users of the Illinois ENA Web site and will not share any personally identifiable information with any third party without the user's consent, except as required by a valid legal process as described above. Examples of information shared include data on how frequently the average Illinois ENA user visits certain parts of the Illinois ENA Web site or which query words are used most often.

When a user sends an electronic mail (email) message, that user may forward personal information such as name, address and email address. This information may be stored in order to respond to the request or otherwise resolve the subject matter of the email. Email is not necessarily secure against interception. If communication is very sensitive, or includes personal information such as a Social Security number, consider other means of submission.

Consent to Privacy Policy: The Illinois ENA Privacy Policy has been developed out of respect for the privacy preferences and choices of our site users. By using the Illinois ENA Web site, users consent to the collection and use of their information to the extent outlined in this policy.

Note that Illinois ENA may, from time to time, modify this Privacy Policy to reflect legal, technological, and other developments.

Linking Policy

All sites linking to and from the Illinois ENA Web site must serve the needs of the membership and must not be in conflict with the philosophy, objectives, vision and mission of Illinois ENA.

All requests pertaining to linkage to or from the Illinois ENA Web site must be sent to Illinois ENA via email to the webmaster (the webmaster email address can be found under the Contact link on the Home Page). The final decision to grant a link remains solely with Illinois ENA.

Our Web site contains links to enable users to visit other websites. These links are provided for the convenience of our users, and the presence of these links does not signify Illinois ENA endorsement. Illinois ENA is not responsible for the contents of any linked site, any link(s) contained in any linked site, or any completeness, changes, or updates to the information contained in such sites. Illinois ENA is also not responsible for a loss of link service, and reserves the right to remove any links at any time.

Illinois ENAs provision of a link does not imply Illinois ENAs endorsement of the site, the organization operating the site, or any products or services of the organization and/or the site, and no site can state or imply such an endorsement. Exercise caution when visiting other websites and review their Web privacy statements as needed.

All sites requesting a link to or from the Illinois ENA Web site must warrant that material on their site complies with all state and federal laws, and that the site does not violate or infringe upon any copyright, trademark, patent or proprietary right of others, or contain anything obscene, discriminatory, or intended for harassment.

Third-party sites should not prevent viewers from returning to the Illinois ENA Web site, nor should they redirect the viewer to a site the viewer did not intend to visit. Non-governmental commercial sites may request a "resource link" from the Illinois ENA Web site to their Web site if the site contains material of interest to Illinois ENA members and to the emergency nursing profession, which permission may be granted or denied at the discretion of Illinois ENA. Illinois ENA does not allow deep links directly to pages containing advertising or products, but restricts links to the organization's home page. If approved, organizations that are granted resource links must agree to a reciprocal "link in kind" with Illinois ENA.

No links will be provided for recruitment purposes for any organization, whether public, private, commercial, or not-for-profit.

Copyright

All material on the Illinois ENA Web site is Copyright © 2008, Illinois Emergency Nurses Association, All rights reserved. Illinois ENA copyrighted materials may not be reproduced in whole or in part by any third parties without prior written permission from Illinois ENA, unless content is expressly noted as a free download. Third parties must not present Illinois ENA Web site content as their own, or otherwise misrepresent Illinois ENA Web content or misinform users about the origin or ownership of the content.

No site may use the Illinois ENA name, logo, or other ENA marks in any format without prior written permission from Illinois ENA.

Submission/Posting Policy

Illinois ENA aims to ensure that all information and material on the Web site must serve the needs of the membership and must not be in conflict with the philosophy, objectives, vision and mission of Illinois ENA. The Illinois ENA Communications Committee is in place to provide oversight to the Web site and to ensure that all Web site contents meet this standard.

ENA Members that would like to post an item on the Illinois ENA website must submit the following to the webmaster (the webmaster email address is located under the Contact link on the Home Page):

- An email request
- An electronic copy of the item/document
- Permission release from the author of the submitted material

Items that are submitted for posting will undergo review by the webmaster along with the Communications Committee to ensure that the materials meet the Posting Policy standards. The final decision as to whether the item will be approved for site publication remains solely with Illinois ENA.

The accuracy of submitted material remains the responsibility of the author, and is not the responsibility of Illinois ENA.

The Illinois ENA webmaster will review the Web site on a routine basis to identify any outdated information or material for deletion to ensure that the Web site remains as current as possible.

Reference: Emergency Nurses Association, Operational Policy, ENA Policy and Procedure Manual/Communications, 7.04 Web Site.

Approved: April 26, 2008

Reviewed: April 7, 2009