

Privacy Policy

This privacy policy has been compiled to better serve those concerned with how their 'Personally identifiable information (PII) is being used online. As used in US privacy law and information security, PII is information that can be used on its own or with other information to identify, contact, or locate a single person or identify an individual in context. Please read our privacy policy carefully to understand how we collect, use, protect, or otherwise handle your Personally Identifiable Information per our website.

Personal Information Collected

When registering on our site, as appropriate, you may be asked to enter your name, e-mail address, mailing address, phone number, e-mail address, medical insurance information, or other details to help you with your experience. We collect information from you when you register on our site, fill out a form or enter information on our site.

Usage of Information

We may use the information we collect from you when you register, submit our insurance verification form, sign up for our newsletter, online communication features, respond to a survey or marketing communication, surf the website, or use certain other site features in the following ways:

- To personalize user's experience and allow us to deliver the type of content our practice offers.
- Monthly newsletter subscription

Protection of Visitors Information

Our website is scanned regularly for security holes and known vulnerabilities to make your visit to our site as safe as possible. We use regular Malware Scanning.

Your personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems and are required to keep the information confidential. In addition, all sensitive/credit information you supply is encrypted via Secure Socket Layer (SSL) technology.

We implement a variety of security measures when a user enters, submits, or accesses their information to maintain the safety of your personal information.

All transactions are processed through a gateway provider and are not stored or processed on our servers.

Cookies

We do not use cookies for tracking purposes.

You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser (like Internet Explorer) settings. Each browser is a little different, so look at your browser's Help menu to learn the correct way to modify your cookies.

If you disable cookies off, some features will be disabled, making your site experience more efficient, and some of our services will not function properly. However, you can still complete the insurance verification form.

Third-Party Disclosure

We do not sell, trade, or otherwise transfer your personally identifiable information to outside parties.

Third-party links

We do not include or offer third-party products or services on our website.

Google

Google's Advertising Principles can sum up Google's advertising requirements. They are put in place to provide a positive experience for users.

<https://support.google.com/adwordspolicy/answer/1316548?hl=en>

We have not enabled Google AdSense on our site, but we may do so in the future.

Information Collected When You E-mail this Website or Initiate an Online Submission

During your visit to this website, you may send an e-mail to Gateway to Wellness, LCSW, PLLC. Your e-mail address and the contents of your message will be collected. The information collected is not limited to text characters and may include graphic information formats included in the message. Your e-mail address and the information included in your message will be used to respond to you, address issues you identify, improve this website, or forward your message to another department for appropriate action. Your e-mail address is not collected for commercial purposes, and Gateway to Wellness, LCSW, PLLC is not authorized to sell or otherwise disclose your e-mail address for commercial purposes.

Gateway to Wellness, LCSW, PLLC does not knowingly collect personal information from children or create profiles of children through this website. However, users are cautioned that the collection of personal information submitted in an e-mail will be treated as though it was submitted by an adult and may be subject to public access unless exempted from access by federal or state law. Gateway to Wellness, LCSW, PLLC strongly encourages parents and teachers to be involved in children's Internet activities and to provide guidance whenever children are asked to provide personal information online.

You may initiate a transaction such as an insurance verification form during your visit to this website. The information, including personal information, volunteered by you in initiating the transaction is used by Gateway to Wellness, LCSW, PLLC to operate Gateway to Wellness, LCSW, PLLC programs, which include costs for treatment and information. The information collected by Gateway to Wellness, LCSW, PLLC may be disclosed by the Gateway to Wellness, LCSW, PLLC for those purposes that may be reasonably ascertained from the nature and terms of the transaction in connection with which the information was submitted.

Information and Choice

As noted above, Gateway to Wellness, LCSW, PLLC does not collect any personal information about you during your visit to this website unless you provide that information voluntarily by sending through online communication through our website, direct e-mail or initiating an online transaction, including, but not limited to, newsletter subscriptions, online contact to the staff at Gateway to Wellness, LCSW, PLLC, and insurance verification form. You may choose not to send us an e-mail or submit data via an online transaction. While your choice not to contact us or submit documents to Gateway to Wellness, LCSW, PLLC may limit your ability to receive specific services through this website; it will not prevent you from requesting services from Gateway to Wellness, LCSW, PLLC by other means and will not normally have an impact on your ability to take advantage of other features of the website, including browsing or downloading publicly available information.

Disclosure of Information Collected Through This Website

The collection of information through this website and the disclosure of that information are subject to the Internet Security and Privacy Act provisions. Gateway to Wellness, LCSW, PLLC will only collect personal information through this website or disclose personal information collected through this website if the user has consented to collecting or disclosing such personal information. The voluntary disclosure of personal information to Gateway to Wellness, LCSW, PLLC by the user, whether solicited or unsolicited, constitutes consent to the collection and disclosure of the information by Gateway to Wellness, LCSW, PLLC for the purposes for which the user disclosed the information to Gateway to Wellness, LCSW, PLLC, as was reasonably ascertainable from the nature and terms of the disclosure.

However, Gateway to Wellness, LCSW, PLLC may collect or disclose personal information without user consent if the collection or disclosure is:

- 1) necessary to perform the statutory duties of Gateway to Wellness, LCSW, PLLC, or necessary for Gateway to Wellness, LCSW, PLLC to operate a program authorized by law, or authorized by state or federal statute or regulation;
- (2) made pursuant to a court order or by law;
- (3) for the purpose of validating the identity of the user; or

(4) of information to be used solely for statistical purposes in a form that cannot be used to identify any particular person.

Further, the disclosure of information, including personal information, collected through this website is subject to the provisions of the Freedom of Information Law, Executive Law §94(17), and the Personal Privacy Protection Law. Gateway to Wellness, LCSW, PLLC may disclose personal information to federal or state law enforcement authorities to enforce Gateway to Wellness, LCSW, PLLC rights against unauthorized access or attempted unauthorized access to Gateway to Wellness, LCSW, PLLC information technology assets.

Retention of Information Collected Through this Website

The information collected through this website is retained by Gateway to Wellness, LCSW, PLLC in accordance with the records retention and disposition requirements of the New York State Arts & Cultural Affairs Law. Information on the Arts & Cultural Affairs Law requirements may be found <http://www.archives.nysed.gov/aindex.shtml>. Information, including personal information, that you submit in an e-mail or when you initiate an online transaction such as an insurance verification form, newsletter subscription, online contact to a member of our team is retained in accordance with the records retention and disposition schedule established for the records of the program unit to which you submitted the information. Information concerning these records retention and disposition schedules may be obtained through the Internet privacy policy contact listed in this policy.

Access to and Correction of Personal Information Collected Through this Website

Any user may submit a request to Gateway to Wellness, LCSW, PLLC, the founder, and clinical director to determine whether personal information pertaining to that user has been collected through this website. Any such request shall be made in writing to the address below and must be accompanied by reasonable proof of identity of the user. Reasonable proof of identity may include verification of a signature, the inclusion of an identifier generally known only to the user, or similar appropriate identification. The address of the founder and clinical director: John P. Carneseccchi, LCSW, CEAP – Gateway to Solutions – 111 Broadway – Suite 905, Floor 9 – New York, NY 10006

The founder and clinical director shall, within five (5) business days of the date of the receipt of a proper request: (i) provide access to the personal information; (ii) deny access in writing, explaining the reasons therefor; or (iii) acknowledge the receipt of the request in writing, stating the approximate date when the request will be granted or denied, which date shall not be more than thirty (30) days from the date of the acknowledgment.

In the event that Gateway to Wellness, LCSW, PLLC has collected personal information pertaining to a user through their website and that information is to be provided to the user pursuant to the user's request, the founder and clinical director shall inform the user of his or her right to request that the personal information be amended or corrected under the procedures set forth in section 95 of the Public Officers Law.

Confidentiality and Integrity of Personal Information Collected Through this Website

Gateway to Wellness, LCSW, PLLC is strongly committed to protecting personal information collected through this website against unauthorized access, use, or disclosure. Consequently, Gateway to Wellness, LCSW, PLLC limits employee access to personal information collected through this website to only those employees who need access to the information in the performance of their official duties. Employees who have access to this information are required to follow appropriate procedures in connection with any disclosures of personal information.

In addition, Gateway to Wellness, LCSW, PLLC has implemented procedures to safeguard the integrity of its information technology assets, including, but not limited to, authentication, monitoring, auditing, and encryption. These security procedures have been integrated into the design, implementation, and day-to-day operations of this website as part of our continuing commitment to the security of electronic content as well as the electronic transmission of information.

For website security purposes and to maintain the availability of the website for all users, Gateway to Wellness, LCSW, PLLC employs software to monitor traffic to identify unauthorized attempts to upload or change information or otherwise damage this website.

General Information about Children's Online Privacy

It is important Gateway to Wellness, LCSW, PLLC that parents and guardians control what information is collected from their children online and how such information is or may be used. The Children's Online Privacy Protection Act of 1998 ("COPPA") imposes restrictions on commercial websites; it is Gateway to Wellness, LCSW, PLLC policy to comply with the requirements of COPPA and not solicit or collect information about or from children age 13 and under.

In the event that Gateway to Wellness, LCSW, PLLC does receive an online communication clearly indicating that a child age has submitted it 13 or younger, under no circumstances will any personal information be published on Gateway to Wellness, LCSW, PLLC website, be used for a purpose not intended by its sender or shared with third parties before obtaining parental consent. At any time, a parent may ask to review their child's information, delete it or ask that it not be used in the future by sending an [e-mail](#).

If you want more information about COPPA, please visit the [Federal Trade Commission's official COPPA page](#).

Disclaimer

The information provided in this privacy policy should not be construed as giving business, legal, or other advice, or warranting as fail-proof, the security of information provided through this website. Information provided on this Web site is intended to allow the public immediate access to public information. While all attempts are made to provide accurate, current, and

reliable information, Gateway to Wellness, LCSW, PLLC recognizes the possibility of human and/or mechanical error. Therefore, Gateway to Wellness, LCSW, PLLC makes no representations as to the accuracy, completeness, currency, or suitability of the information provided by this website and denies any expressed and implied warranty as to the same.

Links to Other Sites

This website contains links to other sites. Gateway to Wellness, LCSW, PLLC is not responsible for the privacy practices of such websites. A link does not constitute an endorsement of such websites' content, viewpoint, or accuracy.

CAN-SPAM Act

The CAN-SPAM Act is a law that sets the rules for commercial e-mail, establishes requirements for commercial messages, gives recipients the right to have e-mails stopped from being sent to them, and spells out tough penalties for violations.

We collect your e-mail address to:

- Process insurance verifications, submit information to the appropriate member of our team and send information and updates pertaining to Gateway to Wellness, LCSW, PLLC
- We may also send you additional information about your treatment and our services.

To be in accordance with CANSPAM, we agree to the following:

- NOT use false or misleading subjects or e-mail addresses
- Identify the message as an advertisement in some reasonable way
- Include the physical address of our business or site headquarters
- Monitor third-party e-mail marketing services for compliance if one is used.
- Honor opt-out/unsubscribe requests quickly
- Allow users to unsubscribe by using the link at the bottom of each e-mail

If at any time you would like to unsubscribe from receiving future e-mails, you can follow the instructions at the bottom of each e-mail, and we will promptly remove you from ALL correspondence.

Contacting Us

If there are any questions regarding this privacy policy, you may contact us [here](#).

For terms and conditions, click [here](#).