It is the policy and practice of Job Point to maintain all information collected through this website as confidential and must only be used for the purpose for which it is provided in accordance with HIPAA regulations. This policy on confidentiality applies to all professional services, administrative and finance staff responsible for billing activities and receipt of charitable donations.

Access to this information is limited to only those persons working directly with the user and only in the context of delivering or evaluating services, processing donations, evaluating job applications. Information is not actively shared outside of Job Point programs and services. We do not re-distribute or sell personal information collected through our webforms, donation portal or applications.

**Information Collected:**

Job Point uses webforms forms on this site. These forms require users to give contact information such as:

- Name
- Address
- Phone Number
- Email
- Services Desired

Donations are processed using a third-party vendor, PayPal.com. All credit card or banking information is collected and processed through PayPal and is not retained or stored by Job Point directly.

User information is used to send material or updates relating to the form they completed and will not be sold to another party.

**Use of Collected information:**

Contact information from these various forms may be used for the following purposes:

- Contacting users regarding services they've expressed interest in.
- Reporting and acknowledging online gifts and donations.
- Contacting job applicants throughout the employment screening and interview process.
- Following up and contacting users regarding questions, needs or other inquiries related to services, employment or donations.
- Sharing outcomes and other updates regarding the status of the agency.
Distribution of collected information:

Job point will not disclose, without your consent, personal information collected about you to any other entity outside of Job Point and its programs. Job Point will not distribute or sell personal information to any third-party entities for any reason.

Privacy Statement Revisions:

This Privacy Statement was last revised on March 4, 2021. We may change this Privacy Statement at any time and for any reason. We encourage you to review this statement each time you visit our website.