



## Privacy Policy for Adult Living Solutions

Our privacy is very important to us. Accordingly, we have developed this Policy for Adult Living Solutions' potential or existing clients so that you can understand how we collect, use, communicate, disclose, and use personal information. The following outlines our privacy policy.

- Before or at the time of collecting personal information, we will identify the purposes for which information is being collected.
- We will collect and use personal information solely to fulfill those purposes specified by us and for other compatible purposes unless we obtain the consent of the individual concerned or as required by law.
- We will only retain personal information as long as necessary for the fulfillment of those purposes.
- We will collect personal information by lawful and fair means and, where appropriate, with the knowledge or consent of the individual concerned.

Adult Living Solutions collects Personal data is relevant to the purposes for which it is to be used and, to the extent necessary, should be accurate, complete, and up to date. We are required by the State of Oregon / Oregon Department of Human Services Aging and People with Disabilities Safety, Oversight, and Quality to ensure Adult Living Solutions as a Long Term Referral Agent Disclosure and Advisory meets all of the department requirements.

- We will protect personal information by reasonable security safeguards against loss or theft and unauthorized access, disclosure, copying, use, or modification.
- We will readily be available to customers with information about our policies and practices regarding managing personal information.

We are committed to conducting our business in accordance with these principles in order to ensure that the confidentiality of personal information is protected and maintained.

Signed By: Don Welty /Owner Adult Living Solutions LLC

Date: April 15<sup>th</sup> 2024