## **CGC Hospital Website Privacy Policy**

# Last Updated: [Date]

At CGC Hospital, your privacy is important to us. This Privacy Policy explains how we collect, use, disclose, and protect your personal information when you visit our website or use our online services.

#### 1. Information We Collect

We collect both personal and non-personal information when you visit our website or interact with our online services.

#### **Personal Information:**

- Name
- Contact details (phone number, email address, etc.)
- Health information (only when you share it for appointment bookings or consultations)
- Payment and billing information (for services rendered)

#### Non-Personal Information:

- Browser type and version
- Device information
- IP address
- Pages visited, time spent on the site, and other usage data

## 2. How We Use Your Information

We use your information for the following purposes:

- To provide healthcare services and consultations
- To process and manage appointments and payments
- To improve our website and online services
- To communicate with you about your appointments, treatments, and services
- To comply with legal and regulatory obligations

#### 3. How We Protect Your Information

We take the privacy and security of your personal information seriously. We use industry-standard encryption, secure servers, and firewalls to protect your data from unauthorized access, alteration, or disclosure. However, no method of data transmission over the internet is 100% secure, and we cannot guarantee absolute security.

# 4. Sharing Your Information

We do not sell, rent, or lease your personal information to third parties. However, we may share your information with trusted service providers who help us operate the website, provide services, or conduct business. These third parties are obligated to protect your information and use it only for the purposes for which it was shared.

We may also disclose your information if required by law or to protect our rights, safety, or the rights and safety of others.

# 5. Cookies and Tracking Technologies

Our website may use cookies and other tracking technologies to improve user experience, analyze website traffic, and remember user preferences. You can control cookie settings through your browser. Disabling cookies may affect your experience on the site.

## 6. Your Rights

You have the right to:

- Access and update your personal information
- Request the deletion of your personal information, subject to legal and contractual obligations
- Opt-out of marketing communications

To exercise these rights, please contact us at [contact information].

# 7. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. Any changes will be posted on this page, and the "Last Updated" date will reflect the date of the changes. Please review this policy periodically for any updates.

#### 8. Contact Us

If you have any questions or concerns about this Privacy Policy, please contact us at:

CGC Hospital

[Address]

[Phone number]

[Email address]

## **CGC Hospital Website Terms of Service**

#### Last Updated: [Date]

These Terms of Service ("Terms") govern your use of the CGC Hospital website, including any services or features offered through the website. By accessing or using the website, you agree to comply with these Terms.

## 1. General Use of Website

You must be at least 18 years old or have the consent of a legal guardian to use our website.

• You agree to use the website for lawful purposes only and not to engage in any activity that could damage, disable, or interfere with the functionality of the website.

#### 2. Medical Information and Services

- The content provided on this website is for informational purposes only and should not be considered as medical advice. Always consult with a qualified healthcare professional for any medical concerns.
- While we offer online appointment scheduling and other healthcare-related services through our website, we do not guarantee the availability or outcome of medical services.

## 3. User Account and Security

- To access certain services, you may be required to create an account. You are responsible for maintaining the confidentiality of your account information, including your username and password.
- You agree to notify us immediately if you suspect any unauthorized use of your account or any security breaches.

#### 4. Payment and Billing

- You are responsible for paying any fees associated with the services you use on the website.
- Payments for appointments, treatments, or any other services will be processed securely through our third-party payment providers.

#### 5. Prohibited Use

• You agree not to use the website for any unlawful, harmful, or fraudulent activities. This includes, but is not limited to, transmitting viruses, spamming, or attempting unauthorized access to our website's systems or networks.

## 6. Limitation of Liability

• CGC Hospital is not liable for any direct, indirect, incidental, special, or consequential damages resulting from your use of the website, including errors or omissions in the content, or any loss or damage arising from the use or inability to use the website.

## 7. Intellectual Property

• The content, design, and functionality of the website are the property of CGC Hospital and are protected by copyright and intellectual property laws. You may not reproduce, distribute, or use the content for commercial purposes without prior written consent.

## 8. Changes to These Terms

We may update or modify these Terms at any time. Any changes will be effective immediately
upon posting the updated Terms on the website. Your continued use of the website constitutes
acceptance of the modified Terms.

# 9. Governing Law

• These Terms are governed by and construed in accordance with the laws of Sri Lanka. Any disputes arising under these Terms will be subject to the exclusive jurisdiction of the courts of Sri Lanka.

## 10. Contact Us

If you have any questions or concerns regarding these Terms of Service, please contact us at: CGC Hospital [Address]
[Phone number]
[Email address]