



Unlimited Credentialing – Privacy Policy

Effective Date: 07/01/2024

Unlimited Credentialing (“we,” “our,” or “us”) is committed to protecting the privacy, security, and confidentiality of all individuals who interact with our company, including clients, providers, partners, and website visitors. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website or engage with our services.

By accessing our website or providing information to us, you agree to the terms outlined in this Privacy Policy.

1. Information We Collect

We may collect the following categories of information:

A. Personal Information

Information that identifies or can be used to identify you, such as:

- Name
- Email address
- Phone number
- Mailing address
- Professional credentials
- Employment or business information

- Any information submitted through forms, applications, or service requests

B. Non-Personal Information

Information that does not identify you personally, including:

- Browser type
- Device information
- IP address
- Website usage data
- Cookies and tracking technologies

C. Sensitive or Regulated Information

As part of our credentialing, compliance, and operational support services, we may collect:

- Licensing and certification documents
- Background check confirmations
- Insurance documentation
- Compliance attestations
- Other regulatory or credentialing materials

We only collect sensitive information when necessary to provide services or meet regulatory requirements.

2. How We Use Your Information

We use collected information to:

- Provide credentialing, compliance, and operational support services
- Verify provider qualifications and documentation
- Communicate with you regarding services, updates, or requirements
- Maintain accurate business and regulatory records
- Improve website functionality and user experience
- Respond to inquiries and customer support requests
- Comply with legal, contractual, and regulatory obligations

We do **not** sell your personal information.

3. How We Share Your Information

We may share information only when necessary and only with:

- State agencies, payors, or regulatory bodies requiring credentialing documentation
- Business partners or contractors assisting with service delivery
- Technology vendors who support our website or secure data systems
- Legal or regulatory authorities when required by law

All third-party partners are required to maintain confidentiality and use information solely for authorized purposes.

4. Data Security

We implement administrative, technical, and physical safeguards to protect your information from unauthorized access, disclosure, alteration, or misuse. These measures include:

- Secure data storage systems
- Access controls and authentication
- Encryption where appropriate
- Staff training on confidentiality and compliance

While we take every reasonable step to protect your information, no system can guarantee absolute security.

5. Your Rights and Choices

Depending on your location and applicable laws, you may have the right to:

- Request access to your personal information
- Request corrections or updates
- Request deletion of certain information
- Opt out of non-essential communications
- Ask how your information is used or shared

To exercise these rights, contact us at:

operations@unlimitedcredentialing.com or 317-765-6200

6. Cookies and Tracking Technologies

Our website may use cookies or similar technologies to:

- Improve site performance
- Analyze user behavior
- Personalize your experience

You may disable cookies through your browser settings, though some features may not function properly.

7. Third-Party Links

Our website may contain links to external websites. We are not responsible for the privacy practices or content of third-party sites. We encourage you to review their privacy policies before providing personal information.

8. Children's Privacy

Our services and website are not intended for children under 13. We do not knowingly collect information from children. If we become aware that a child's information has been collected, we will take steps to delete it promptly.

9. Updates to This Policy

We may update this Privacy Policy periodically to reflect changes in our practices or legal requirements. The "Effective Date" at the top will indicate the most recent revision.

10. Contact Us

If you have questions about this Privacy Policy or how your information is handled, please contact:

Unlimited Credentialing

Email: operations@unlimitedcredentialing.com

Phone: 317-765-6200

Website: www.unlimitedcredentialing.com