
PRIVACY POLICY

This document discloses the privacy practices for Yellowstone Country Assistance Network of Park County, Wyoming, a Wyoming non-profit corporation. As part of the normal operation of Yellowstone Country Assistance Network of Park County, Wyoming, we collect nonpublic information and, in some cases, disclose information about you. This privacy policy describes the information we collect about you, how Yellowstone Country Assistance Network of Park County, Wyoming may use such information, and how we protect that information.

Information We Collect

We collect nonpublic information about you from various sources. The nonpublic information that we collect may include your name, address, telephone number, date of birth, income from all sources, employment history, other sources of support, and assets to which you have access, other financial records.

We collect nonpublic personal information about you from various sources including but not limited to:

- Interviews regarding your personal information;
- Referrals from case managers, social workers, or other community organizations;
- Your application for assistance, that supply such information as your name, address, telephone number, identification, number of dependents, income, and other related information;
- Past and Present Employers, Welfare Agencies, Drug Court, Other Social Service Agencies, Veterans Administration, and Religious Organizations;
- State Unemployment Agencies, Banks, and other Financial Institutions
- Support and Alimony Providers, Child Support Authorities, Social Security Administration Institutions
- Financial Institutions
- Past and Present Landlords/Mortgage Companies;
- Utility Companies, Education Institutions, Public Health/Hospitals/Doctors/Pharmacies/Clinics; and or other businesses the applicant has requested assistance with a bill or invoice from.

Our Use of Your Information

We do not disclose any nonpublic information about our customers or former customers to anyone, except as required by contract to governmental agencies which provide grant funding, contractors inputting client eligibly data, or requested by our clients or as required by law.

We restrict access to personal information concerning you, except to our employees, contractors, and board members who need such information in order to provide products or services to you.

We maintain physical, electronic and procedural safeguards that comply with Federal regulations to guard your personal information. Our CSBG state contractor requires your information to be entered into a CAP60 database program. YCAN does not have control over the data and all users of the system. We believe the system to be secure but can make no guarantees or representations regarding the system. We take no responsibility for the security of any information entered into CAP60.

Electronic Transmittal of Information

We will, at your request, transmit information to you by facsimile, e-mail, or over the internet. If any confidentiality breaches occur because of data transmission over the internet pursuant to your request, you agree that this will not constitute a breach of any obligation of confidentiality. If you wish to limit such transmission to information that is not highly confidential, or seek more secure means of communication for highly confidential information, you will need to inform us.

Changes to Privacy Policy

The Yellowstone Country Assistance Network of Park County, Wyoming reserves the right at any time, for any reason to amend this Privacy Policy.

Questions about Privacy Policy

If you have any questions regarding Yellowstone Country Assistance Network of Park County, Wyoming's Privacy Policy, please contact us at the below contact information.

YCAN

PO Box 600 Basin, WY 82410 | 307-754-2073 | <https://ycanwyoming.com>