Privacy Policy

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## **Study Principal Investigators:**

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## **Study Contact Information:**

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#### Introduction

The PROSIT Lab at Dalhousie University and the IWK Health Centre is committed to protecting and respecting your privacy in connection with your use of resources, including the GIA app. Applicable privacy laws, including Nova Scotia's Personal Information Protection Act and the federal Personal Information Protection and Electronic Documents Act, set out rules for the collection, use, disclosure, security, retention and destruction of personal information.

This privacy policy is intended to outline how we handle any information we collect from you, or that you provide to us, in connection with GIA. Please read the following carefully to understand our practices regarding your information and how we will collect, use and disclose your information. This privacy policy forms a part of and is incorporated into the Terms of Use for GIA.

We will only use your data to conduct research and improve the App. By using the App, you agree to the collection and use of information in accordance with this policy.

# **Information Collection**

When you have completed informed consent, you will obtain information on how to install the App and your personal login credentials. We make a significant effort to protect your identity. Easily identifiable information such as names will not be collected by the app and all study participants will receive a de-identified ID. However, the app will collect information about your usage of GIA as well as device information such as operating system version, device type, and system performance information.

# **Use of Data**

The PROSIT Lab uses the collected data for various purposes:

- To provide and maintain the App
- To provide customer care and support
- To provide analysis or valuable information so that we can improve the App
- To monitor the usage of the App

- To detect, prevent and address technical issues
- To ultimately improve mental health care

## **Confidentiality and Security**

The security of your information is important to us. We follow generally accepted standards to protect the personal information you submit to us. We use strict internal procedures and technical security features to try to prevent unauthorized access, use or disclosure of your personal information. If you have any questions about the security of your personal information, you can contact us at  $\underline{gia(adal.ca.)}$ 

Unfortunately, the transmission of information via the Internet is not completely secure. Although we will do our best to protect your personal information, we cannot guarantee the security of your information transmitted to GIA; any transmission is at your own risk.

In addition, ensuring the security and confidentiality of your information, is a responsibility that we share with you. Your use of the GIA app should take place in an appropriately private space to ensure that neither you can be seen or overheard.

#### Protecting Your Password

Where we have given you (or where you have chosen) a password which enables you to access certain parts of GIA, you are responsible for keeping this password confidential. We ask you not to share a password with anyone and suggest that your change your password frequently. If you have enabled your device to access the app without entering a password, you are also responsible for ensuring your personal information is protected by not allowing others to use your device without your permission.

# **Transfer of Data**

Your information will not be transferred outside of Canada. The data is stored on secure servers located in Canada (Dalhousie University) and the IWK Health Center.

The PROSIT lab will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Privacy Policy and no transfer of your potentially personally identifiable information will take place without your consent.

## **Disclosure of Data**

Access to the raw, potentially personally identifiable information is limited to specific persons at Dalhousie University and IWK Health Centre. Data collected from you while participating in our studies may eventually be shared with other researchers for scientific purposes only; however, this data will not contain identifying information that would allow others to easily associate the data with you. If a researcher needs access to any personally identifying data, they must first obtain ethics approval from their institution as well as meeting stringent requirements. When the results of this research are published or presented in any public forum, absolutely no information will be included that might reveal your identity.

# **Removal of Data**

At any time, if you wish to remove your information collected through the use of the App, we can facilitate removal of that data from our servers if you contact us directly.

# **Changes to this Privacy Policy**

We may update our Privacy Policy from time to time. We will notify you of any changes by posting the newPrivacy Policy on this page.

We will let you know via email and/or a prominent notice on our App, prior to the change becoming effective and update the "effective date" at the top of this Privacy Policy.

You are advised to review this Privacy Policy periodically for any changes. Changes to this Privacy Policy are effective when they are posted on this page.

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

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## **IWK Privacy Office:**

Local: (902) 470-6309 Toll-free: 1-855-678-9811 Email: privacy@iwk.nshealth.ca