

## **PRIVACY 30.0**

## **ONLINE PRIVACY POLICY**

**Scope:** All workforce members, including employed medical staff, employed by any subsidiaries of Universal Health Services, Inc., including facilities, physician practices, health plan and UHS of Delaware Inc., without limitation, (collectively, “UHS”).

**Purpose:** To establish a policy under which users of the UHS website(s) understand the company’s policy as relates to collection and/or retention of user data, security and disclosure of information.

### **Policy:**

UHS and all subsidiary operations are required to implement and prominently display on their websites an online privacy policy which publishes information about the types of information collected by the company, the company’s policy on protecting children’s information, email addresses, devices and browser level information, pop-up surveys, information collected by or disclosed to third parties, the company’s security and retention of information, as well as policy changes and the escalation of concerns or questions relating to the substance of this policy.

UHS and subsidiary operations’ online privacy policies shall be in a form substantially similar to the information contained in this policy, except to the extent governing state law requirements require the addition of more stringent policy controls.

### **ONLINE PRIVACY POLICY CONTENT:**

#### **The Information We Collect**

The information gathered by UHS website(s) generally falls into two categories: (1) information supplied by visitors to the site when they register or initiate transactions, and (2) tracking information gathered as visitors navigate through the site. Third-party providers, whose sites are featured on and accessed via our site, may gather information as well.

The information you provide helps us to respond to your expression of interest in employment. It also helps us respond to your questions or comments.

If you submit an Application for Employment, we require various demographic information including your name, address, email address, telephone number; information about your work history, education, particular skills or training, honors and awards, and your professional licenses. We also ask for employment references and your consent to various terms and conditions of employment.

#### **Protecting the Privacy of Children**

Universal Health Services, Inc. does not market to or employ children. Children should always get permission from their parents before sending any information about themselves (such as their

names, email addresses and phone numbers) over the Internet, to us or to anyone else. If you're under 18, please don't provide any personally identifying information during your visit to UHS website(s).

### **Email Addresses**

If you provide us your email address, from time to time we may send you emails that we believe will interest you. We will not share your email address with providers of products or services. If you do not wish to receive email, please indicate when you give us your email address that you'd prefer not to receive such information. If you provide us with your e-mail address, we may also use your email address to answer any email you send us or follow up on submissions of information that appear incomplete.

### **Devices and Browser Level Information**

We routinely log Non-PII (non-personally identifiable information) that is automatically generated when all users visit or use the website and its services as a by-product of the user's activities. This information includes, but is not limited to HTTP header information, such as the browser being used at the time, the operating system being used at the time, and the URL of the webpage or other asset within the website that is being requested. This information is automatically passed between a user's device and analytics tools and may also include details relating to the activities users perform within the website, such as what links they click on, in what order they access specific web pages within the website and the search queries they perform.

In addition, our Web server automatically collects your IP address when you request pages from our server. An IP address is a number that is used by computers connected to the Internet to identify your computer so that data (such as the web pages you request) can be sent to you. Your IP address does not tell us who you are. We also collect information on the operating system you're running on your computer and the web browser software you're using to access our site so we can optimize our site for the most popular operating systems and web browsers.

We also use standard internet tools, such as third-party web Heat Maps, to help analyze where visitors go and what they do while visiting our website.

We do not connect any information we collect to our log files, analytics packages, or standard internet tools.

### **Pop-up Surveys**

We may provide you the opportunity to participate in surveys. Participation in these surveys is completely voluntary. Your feedback will help us improve the website and other products and services. We do not collect any PII.

### **Information Collected by Third Parties**

Our website may include links to other websites and provide access to products and services offered by third parties, whose privacy policies we do not control. When you access another website or purchase products or services or conduct other transactions through our website, use of

any information you provide is governed by the privacy policy of the operator of the site you're visiting or the provider of such products or services. The provider's privacy practices may differ from ours. If you can't find the privacy policy of any of our provider partners via a link either from the site's home page or from the pages on which the products or services are offered, you should contact the provider directly for more information.

## **Security**

We use reasonable, appropriate and customary procedures or technologies to ensure the confidentiality of any personal information you send to us.

Generally, the information we collect from our visitors is stored in databases we control. Physical access to the servers on which we store visitor information is restricted. We don't share your personal information with anyone, except as may be necessary to verify your education, experience, and other qualifications for employment.

We use reasonable, appropriate and customary procedures or technologies to ensure the confidentiality of any personal information you send to us.

We make reasonable efforts to ensure that business partners' websites to which we link, or with whom we share your information to provide services to you, employ security measures that meet our criteria and standards.

Some of the security measures we use include (but are not limited to):

- Policies and procedures to ensure your information is only accessible to people who need the information and is used for the purposes intended.
- SSL encryption to securely transmit sensitive information between your computer and our website.
- Other strong military grade encryption methods to store and exchange data between systems and those authorized to use your information.
- High-grade methods to destroy and dispose of your information when it is no longer needed.
- Ensuring that our systems are running up to date anti-virus software and the latest security updates are installed.

Please note that most Web browsers allow use of an SSL connection. If your browser does not support use of an SSL connection, or if you prefer not to send your personal information over the Internet, you can mail it to the appropriate address noted on this website.

## **Disclosure of Information**

The personal information supplied by applicants for employment is shared selectively with individuals in the Human Resources Department at the appropriate subsidiary facility, and it may be shared as well with recruiting and hiring managers in our management company office, and at our affiliated hospitals who have a business reason to know of the information because of their assigned duties.

Any personal information submitted on the form accessed through the link to "Contact" or "Contact Us", is sent directly to the appropriate department director, who may share it with departmental or other Corporate or facility personnel whose training or expertise is necessary to provide an answer to the inquiry.

Additionally, we may occasionally release information about visitors to our site when release is appropriate to comply with law, or to protect the rights, property or safety of visitors to our site, our customers, the public or Universal Health Services, Inc. As our business grows, we may buy or sell various assets. In the unlikely event that Universal Health Services, Inc., one of its affiliated units, or substantially all of its assets are acquired by another company, information about our visitors would be among the transferred assets.

### **Retention of Information**

The information submitted through this site is retained in accordance with state and/or federal laws, and document retention policies of these operations facility and/or its parent company.

### **Changes to This Privacy Policy**

This privacy policy is subject to change. The Web is an evolving medium. If we need to change our privacy policy at some point in the future, we'll post the new policy promptly. If at any point we decide to use personally identifiable information in a manner different from what was stated at the time it was collected, we will notify you and give you an opportunity to opt out of the proposed use. By using UHS website(s) you agree that your visit to our site, and any dispute over privacy, is governed by the then-current version of the Online Privacy Policy.

### **Questions or Complaints**

If you have any questions or complaints that concern this Online Privacy Policy, please contact the Privacy Officer at these operations. The representative will respond to your inquiries or help resolve any dispute concerning this Online Privacy Policy.

### **Related UHS Policies:**

Accounting Policy 3.0, Record Retention

Information Services Policy 1.01.00, UHS Security Policies and Procedures

Information Services Policy 2.01.01, Acceptable Use

Information Services Policy 2.01.02, Email Policies and Procedures

**Revision Dates: 4/28/2022**

**Implementation Date: 8/25/2017**

**Reviewed and Approved by:**

**UHS Compliance Committee**