1. Notice:

This Privacy Policy applies to properties owned and operated by The DoxApply, Inc. ("DoxApply", "We", "Us", "Our"), which include www.doxapply.org ("Web Site") and our mobile app (the "App") (collectively, "Properties"). This Privacy Policy ("Policy") describes how DoxApply collects and uses the personal information you provide through our Properties. It also describes the choices available to you regarding our use of personal information about you and how you can access and update this information.

Please read this Policy carefully before providing us with any information. If you are a citizen of the U.S. or EU/UK, please also review the Supplemental Statements on your U.S. and EU/UK data privacy rights (located at the end of this Policy). When you visit or use our Properties, interact with customer service representatives, work with us, apply to work with us, or otherwise engage or interact with DoxApply or its employees, contractors, agents, or representatives, you understand that we will collect, use, and disclose your personal information as described in this Policy.

Please note that DoxApply is a for-profit organization based in the U.S. Any personal information you provide or we collect is transmitted to, and stored in, the U.S., and will also be shared with our member Hospitals / Healthcare Organizations, at your direction, including in countries where laws may be less protective of personal information about you than in your home country.

2. This policy will inform you about:

- Changes to this Policy
- Personal information DoxApply collects and how we use it
- With whom DoxApply shares the information we collect about you
- Your choices regarding communications from DoxApply and Member Hospitals / Healthcare Organizations
- DoxApply's Data Retention Policy
- DoxApply's Data Security Policies and Practices
- Children's Privacy
- How you can contact us regarding this policy
- U.S. Supplemental
- EEA/UK Supplemental

3. Changes to this Policy

Changes to this Policy will be posted on this page. We reserve the right to modify this Policy at any time, so please review it periodically to learn of updates. **If you do not accept this Policy, please do not use our Properties.**

4. Personal Information DoxApply Collects and How We Use It

A. Properties Visitors

- **Categories of personal information:**
    - When you contact us through our contact form on our Properties or by email: we collect your name, email address and any other information that you decide to share with us.
    - With your permission where it is required by applicable laws, we and/or our partners may automatically log information about you, your browser, your computer or mobile device, and your activity on the Properties. The information that may be collected automatically includes your computer or mobile device operating system type and version number, manufacturer and model, device identifier (such as the Google Advertising ID or Apple ID for Advertising), browser type, screen resolution, IP address, the website you visited before browsing to our Properties, general location information such as city, state or geographic area; and information about your use of and actions on the Properties, such as pages or screens you viewed, how long you spent on a page or screen, navigation paths between pages or screens, information about your activity on a page or screen, access times, and length of access. Our business partners may collect this type of information over time and across third-party websites and mobile applications. This information is collected using cookies, and similar tracking technologies. Please consult our Cookie Notice for more information.
    - The Properties include social media features, such as links to our Facebook, Twitter, LinkedIn, YouTube, Instagram pages. When you visit or interact with our pages on social media platforms you are agreeing to the platform provider's privacy policy. This may include sharing with us your name, profile, photos, reactions and comments to our posts, etc. The platform provider's privacy policy applies to your interactions and their collection, use and processing of your personal information. You or the platforms may provide us with information through the platform, and we will treat such information in accordance with this Privacy Policy.
    - The Google API Service is used to provide a Physician applicant access to their Google Drive files, if they choose to use the integrated service. No data about the user's Google account is stored or shared by DoxApply.

- **Purposes for processing:**
  We use this information:
    - To provide, operate and improve our Properties
    - To respond to your requests, questions and feedback

    - To analyze and improve our Properties
    - To provide you with a personalized experience and advertisements, if any.
    - For compliance, fraud prevention, and safety.

B. Applicants

- **Categories of personal information:**
    - When you create an account, we collect your name, email address, phone number, date of birth, and information regarding your plans for hospital privileging. If you are a transfer Physician applicant, we also collect information regarding your citizenship/nationality.
    - When you create a profile, we may collect your name, home and mailing addresses, home and telephone numbers, gender, legal sex, pronouns, military status, race, language proficiency, place of birth, duration of residency in the U.S./ other country of residency, citizenship status, and financial status.
    - When completing an application(s), DoxApply collects detailed information regarding your education. We also collect any and all information you voluntarily provide in your application(s), including legal and statutory.
    - DoxApply may also collect personal information about you from recommenders and educational institutions you have attended, including information about your academic achievements and performance, recommendations and impressions of you, and any other information these parties choose to provide us in connection with your application(s).

- **Purposes for processing:**
  We use this information:
    - To process your application(s) to our member Hospitals / Healthcare Organizations that require the information to assess your suitability for privileging, communicate with you about your application, and meet institutional reporting requirements and obligations to safeguard Physician applicants. If you do not provide the information our members require, the members will be unable to process your application and will lead to a delay in credentialing.
    - To allow you to pay fees required for your application to our member hospitals / healthcare organizations, by linking you to a third party web site which collects your payment-related information.

- To validate the mailing address that you provide to further our legitimate interests in obtaining accurate information and preventing misuse of the DoxApply and our Properties.
- To allow our members to meet their institutional reporting requirements regarding certain protected characteristics including gender, race, ethnicity, sexual orientation.
- To generate aggregate data for research and product development purposes.
- To allow you to participate in Partner Programs, with your consent, which requires sharing your information with those Partners. DoxApply will never share your data with Partners without your expressed consent.

- To communicate with you. Applicants may opt-out of programs or request their data be deleted by submitting a request to DoxApply. To learn more, see the "What is DoxApply's policy on retention and allowing you to access, update, correct, or delete your personal information?" section of this Policy.

C. Medical College / Residency & Fellowship ProgramAdministrators

- **Categories of personal information:** If you are an administrator at one of our member hospitals / healthcare organizations who uses DoxApply to receive Physician credentialing application data, we collect your name and email address to permit you to retrieve data of Physician applicants who have applied to your hospital / healthcare organizations using the DoxApply. The personal information of the administrator is also shared with certain third-party vendors to enable member administrators to gain access to a Physician applicant's payment status information.
- **Purposes for processing:** we use this information to perform the contractual relationship that we have with the member hospitals / healthcare organizations you work for.

DoxApply also collects the above information when we believe that disclosure is necessary to protect our rights and the rights of our members and/or to comply with law or legal obligation (including to meet national security or law enforcement requirements).

5. With Whom DoxApply Shares the Information We Collect About You

DoxApply may disclose your personal information to third parties where it is necessary and for purposes described in this Privacy Statement or as notified at the time of collection, including:

- **Service Providers:** DoxApply shares applicant names, phone numbers, and home addresses with service providers to confirm the accuracy of the mailing address that you enter. Applicant payment card information is shared with a payment card processor in order to make payment, if needed. We may also share personal information about you

with other third party organizations allowing us and/or them to generate aggregate data which we and/or the third party may publish, combine, or enhance with other aggregate data obtained from other sources, and/or share or distribute the aggregate data. We also use services to provide and maintain our Properties.

• **Partner Programs:** DoxApply may offer certain Partner Programs, where we work with other organizations to provide additional opportunities related to an applicant's hospital privileging, with which we may share applicant personal information. Applicants are given the opportunity to choose whether they want us to share personal information for the purpose of participating in certain Partner Programs. If Applicants choose to opt out of a Partner Program, they must opt out both with DoxApply and the Partner. DoxApply also shares information with Partner Programs for their own direct marketing purposes.

• **Business Partners:** We may sometimes share your personal information with Business Partners or enable them to collect information directly via our Properties. Our Partners may include, notably, Google, Facebook, Instagram, LinkedIn, Twitter, YouTube. Please read our Partners' privacy policies to understand how they use your personal information.

• **Professional Advisors:** We may disclose your Personal Data to professional advisors, such as lawyers, bankers, auditors and insurers, where necessary in the course of the professional services that they render to us.

• **Authorities and others for compliance, fraud prevention and safety:** We may share your Personal Data for the compliance, fraud prevention and safety purposes described above.

• **Business transferees:** We may sell, transfer or otherwise share some or all of our business or assets, including your Personal Data, in connection with a business transaction (or potential business transaction) such as a corporate divestiture, merger, consolidation, acquisition, reorganization or sale of assets, or in the event of bankruptcy or dissolution.

6. Your Choices Regarding Communications from DoxApply and Member Hospitals / Healthcare Organizations

Applicants. When you register with DoxApply, you are required to express your communications preferences to receive communications from DoxApply. These communications may include emails, phone or text messages or physical mailings to your address regarding tips, and broader topics that DoxApply feels would benefit you. If you later decide that you would like to "opt out," please contact the DoxApply administrator with your request, using the "contact us" link from your account. If you "opt out," we may still contact you with messages regarding your account with us, including registration and submission confirmation texts, physical mail, and/or emails, to contact you to help answer a technical support question that you may have posed to us regarding your use of the Properties.

Through our App, we send you push notifications from time-to-time in order to update you about the admission application process. If you no longer wish to receive these types of communications, you may turn them off at the device level. To send these notifications, we collect certain information about your device such as operating system and user identification information.

Targeted online advertising. Our targeted online advertising is only directed towards prospective DoxApply Members, and counselors and recommenders. Some of our business partners that collect information about your activities on or through the Properties may be members of organizations or programs that provide choices to individuals regarding the use of their browsing behavior or mobile application usage for purposes of targeted advertising.

You may opt-out of receiving targeted advertising on websites from members by using the opt out mechanisms that their websites provide.

In addition, your mobile device settings may provide functionality to limit our, or our partners', ability to engage in ad tracking or targeted advertising using the Google Advertising ID or Apple ID for Advertising associated with your mobile device.

If you choose to opt out of targeted advertisements, you will still see advertisements online, but they may not be relevant to you.

Do Not Track. Some Internet browsers may be configured to send "Do Not Track" signals to the online services that you visit. We currently do not respond to "Do Not Track" or similar signals. To find out more about "Do Not Track," please visit http://www.allaboutdnt.com.

Choosing not to share your Personal Data. Please note that we may not be able to provide you with certain services if you choose not to share with us certain Personal Data.

Please consult the EU/UK Supplemental Statement and U.S. Supplemental Statement to learn about rights that apply to you if you reside in such jurisdictions.

7. DoxApply's Retention Policy

DoxApply keeps personal information about you for as long as it is necessary to provide you with the credentialing service or we have another legitimate reason to retain it, including for research purposes, longitudinal studies using aggregate data, or for our business purposes. When determining how long to retain your personal information, our considerations include our legal obligations under applicable law and other mandatory record keeping requirements and the likelihood of you needing access to the personal information we hold for purposes related to your previous use of the DoxApply website or App.

8. DoxApply's Data Security Policies and Practices

DoxApply follows industry-recognized security practices and standards to protect the personally identifiable information submitted to us, both during transmission and once it's received. We employ physical, administrative, and technical safeguards designed to promote the security of our systems and protect the confidentiality, integrity, availability, and resilience of personal information. Those safeguards include: the pseudonymization and encryption of personal information where we deem appropriate; and periodic testing, assessment, and evaluation of the

effectiveness of our safeguards.

When Properties are accessed using a supported web browser, Transport Layer Security (TLS) technology protects information using both server authentication and data encryption to help ensure that data are safe, secure, and available only to authorized users.

Your User Registration information is password-protected. We recommend that you do not divulge your password to anyone, that you sign out of your DoxApply registration account and close your browser window when you have finished your work, and that you do not copy and paste links from within the online application into an email or share with others on a public

forum.

9. Children's Privacy

DoxApply's Properties are not intended for the use of children and young adults under the age of 18 or not old enough for us to process their Personal Information without parental or age-specific consent in the place where they live. If you believe we might have collected Personal Data from a child in one of these categories, please contact us at admin@doxapply.com for us to investigate and delete as appropriate.

10. Links to Other Websites

Our Properties may reference or contain links to other websites or services operated by other organizations that have their own privacy policies, such as Hospitals / Healthcare Organizations. This Policy does not cover the privacy or information practices of those organizations that may be linked to or referenced by the Properties. Please make sure you read the terms and conditions and privacy policy carefully before providing any personal information on a website or service operated by another organization, as we do not accept any responsibility or liability for websites or services of other organizations.

11. How You Can Contact Us Regarding This Policy

If you have questions or concerns regarding this Policy, you should first contact the following DoxApply representative by email: admin@doxapply.com

You may also visit www.doxapply.com to communicate any questions, comments, feedback, or complaints regarding this Policy or the use of personal information by DoxApply.

U.S. Supplemental Statement

Certain U.S. states provide their residents with certain rights regarding their Personal Data that is collected by businesses. DoxApply has decided to allow all its customers and other persons in the U.S. to make the same requests, which we call Personal Data Requests ("PDRs"), regardless of whether their place of residence affords them the legal right to make such requests. DoxApply

reserves the right to discontinue this policy at any time, and at its sole discretion, limit PDRs to only those residents of those jurisdictions where privacy laws afford the state residents privacy rights.

This section provides information about the types of Personal Data we collect and disclose to other companies. It also explains how you may make a PDR if you are a US resident.

Before processing your PDRs, we will confirm your identity by requiring you to provide certain information about you and/or your account with us and you will have to declare that you are who you claim to be.

You may exercise any privacy choiced by submitting a PDR via email: admin@doxapply.com

- **Request to Know What Personal Data We Have Collected:**
  You may request that we disclose the following information to you:
  1. The categories of Personal Data we have collected about you, directly or indirectly, including through or by a service provider or contractor;
  2. The categories of sources from which the Personal Data was collected; **3.** The business or commercial purpose for collecting or selling Personal Data; **4.** The categories of third parties with which we share Personal Data;
  5. The categories of Personal Data about you that we have sold or shared and the categories of third parties to which the Personal Data was sold or shared;
  6. The categories of Personal Data about you that we disclosed for a business purpose and the categories of third parties to which the Personal Data was disclosed;
  7. The specific pieces of Personal Data we have collected about you;
- If you are an applicant, you may also save a copy of your application PDF to view the data DoxApply has collected about you.

- **Request Deletion of Personal Data:** You may request that we delete any Personal Data about you, and that we notify any service provider, contractor, or third party to delete your Personal Data from its records. Your Personal Data may not be deleted under certain circumstances allowed by law, including, but not limited to, where maintenance of your Personal Data is necessary to: complete the transaction for which the Personal Data was collected, fulfill the terms of a written warranty or product recall conducted in accordance with federal law, to provide a good or service that you requested or that is reasonably anticipated within the context of their ongoing business relationship with us, or to otherwise perform a contract between us and you; to detect security incidents, protect against or prosecute fraudulent or illegal activity; to enable solely internal uses that are reasonably aligned with your expectations based on your relationship with us; to comply with a legal obligation; or to otherwise use your Personal Data internally in a lawful manner that is compatible with the context in which you provided that specific data. You may also delete your DoxApply account by sending us an email: admin@doxapply.com

- **Request Correction of Personal Data:** You may correct your Personal Data yourself through your DoxApply account before you submit your application. Once submitted,

you will need to contact the medical staff office of the hospital / healthcare organization you have submitted your application to in order to correct your data or to unlock your application so that your data can be corrected.

- **Request Opt-Out from Sale or Sharing of Personal Data or Use of Personal Data for Targeted Advertising or Profiling:**
  You may direct us not to do the following:

  1. Sell your Personal Data;
  2. Share your Personal Data with third parties for cross-context behavioral advertising;
  3. Use your Personal Data for targeted advertising;
  4. Use your Personal Data for profiling that produces legal or similarly significant effects concerning you.

- **Request to Limit the Use and Disclosure of Sensitive Personal Data:** You may request that we limit the use of your Sensitive Personal Data.

- **Appeal a Denial of a Personal Data Request:** Should we deny your Personal Data request, you may appeal the denial within 60 days from receipt of our decision on your request. If your appeal is denied, we will provide you with an online mechanism, if available, or other method through which you may contact the Attorney General of your state to submit a complaint or express your concerns.

Authorized Agent: You may use an authorized agent to submit a PDR, including through the use of a technology including, but not limited to, an Internet link or a browser setting, browser extension or global device setting, indicating your intent to opt out of certain processing of Personal Data. To use an authorized agent, you must provide the agent with a signed authorization. We may require the agent to provide us with proof of the signed authorization. In addition, we may require you to verify your identity with us and directly confirm that you authorized the agent to submit the Personal Data request on your behalf. Such requirements, however, will not apply where you have provided the agent with power of attorney pursuant to applicable state law.

Authorized agents may submit Personal Data requests using the same process described above.

Non-discrimination: We will not discriminate against a person because the person exercised a PDR, including, but not limited to:

1. Denying goods or services to the person;
2. Charging different prices or rates for goods or services, including through the use of discounts or other benefits or imposing penalties;
3. Providing a different level or quality of goods or services to the person; 4. Suggesting that the person will receive a different price or rate for goods or services or a different level or quality of goods or services;
5. Retaliating against an employee, applicant for employment, or independent contractor for exercising a PDR.

Personal and Sensitive Personal Data Collected, Shared, Sold, or Disclosed for a Business Purpose:

In the preceding 12 months, we may have collected the following categories of Personal Data from the following sources and for the following purposes. We may collect only certain pieces of Personal Data described in a given category and may not collect certain pieces of Personal Data described in each category. We retain this information as long as necessary for business

purposes, which includes, but is not limited to, research and development, hospital / healthcare organization application processing, and for compliance, fraud prevention, and safety.

Device operating system version, device type and system response times, Internet Protocol (IP) addresses, browser type, Internet Service Provider (ISP), referring/exit pages, date/time stamp, and/or clickstream data.

Category of Personal Data Collected	**Category of Source of Collection**	**Business or Commercial**
Name, email address, and any other information you decide to share with us. For more information, please review the our Privacy Policy.	Web Site Visitors	**Purpose of Collection** • To provide, operate and improve our Properties; • To respond to your requests, questions and feedback; • To analyze and improve our Properties; • To provide you with a personalized experience and

advertisements;

Name, home and mailing address, email address, home and cell phone number, date of birth, and information regarding your plans to attend college. Your gender, legal sex, pronouns, military status, race, language proficiency, place of birth, duration of residency in the U.S./other country of residency, citizenship status, and financial status. Your education, testing, extracurricular and/or community involvement history, and any information you voluntarily provide in your application, Information about you from recommenders and educational institutions / medical school, residency and fellowship programs you have attended. For more information, please see the our Privacy Policy	Applicants	• To process your application(s) to our member Hospitals / Healthcare Organizations; • To allow you to pay fees required for your application to our member Colleges or Universities; • To validate the mailing address; • To allow our members to meet their institutional reporting requirements regarding certain protected characteristics, we may collect information about you, including your gender, race, ethnicity, sexual orientation. • To generate aggregate data for research and product development purposes. • To allow you to participate in DoxApply Programs, such as direct admissions.
Name, position and/or title, any school code information, email address, phone number(s), mailing address(es), zip code, and your relationship to the applicant.	Peer References	• To allow you to To process applicant submission(s) to our Member Hospitals / Healthcare Organizations.