

## Guilford Digital for DBT Privacy Statement

The Guilford Digital for DBT web application (the “**App**”) is operated by Guilford Publications, Inc. (“**Guilford**” or “**we**”). This Privacy Statement explains how Guilford handles personal data we receive from and about our customers’ Clients in the App. Here are definitions for some words we use in this Privacy Statement:

- “**Client**”: This is the person who is receiving therapy from a Clinician and using the App to communicate with the Clinician (and possibly with others at the Clinician’s Practice).
- “**Clinician**”: This is a mental health professional who is providing therapy to the Client. The Clinicians do not work for Guilford.
- “**Practice**”: This is the organization through which the Clinician provides the therapy to the Client. It is typically a professional corporation or some other type of company or nonprofit organization. However, if a Clinician practices on their own, and not as part of a separate legal entity, the Practice is that Clinician. You can ask your Clinician for the name of their Practice if you are not sure.
- “**Client Data**” means:
  - the personal data that Clients enter into the App; and
  - personal data that a Clinician or any other member the Clinician’s Practice enters into the App about a particular Client.

Guilford’s customer is the Practice. Each Practice can invite its Clients to use the App to communicate and work with the Clinicians of the Practice.

Guilford handles all Client Data in compliance with Guilford’s contract with the relevant Practice. That contract and applicable law are the only things that govern Guilford’s collection, use, disclosure, and other handling of Client Data. For example, the privacy policy on the homepage of [www.guilford.com](http://www.guilford.com) does not apply to Client Data.

Practices and their members (including Clinicians) handle Client Data pursuant to their own policies or practices, not this Privacy Statement.

### Client Data

Client Data may include:

- The Client’s Diary Card entries;
- Worksheets completed the Client;
- Crisis Support forms completed by the Clinician and/or Client
- Other data about a Client’s use of the App;

- Any Client-specific records, communications, or other materials entered into the app by a member of a Practice.

## **Uses of Client Data**

Guilford uses the Client Data solely:

- To allow the Practice and its Clients to use the App; and
- To comply with law.

## **Disclosures of Client Data**

Guilford discloses the Client Data solely as required by applicable law or in other cases that are lawful and permitted by our contract with the Practice. For example, under those conditions, Guilford may make the following disclosures of Client Data:

- To Guilford's trusted service providers: We disclose Client Data to vendors who assist Guilford with database hosting, technical support, and other matters. Guilford's current service providers are listed [here](#), and that list may change over time.
- To the relevant Practice and its members: Because we handle Client Data for the Practice, we make Client Data available to the Practice and its personnel.
- To others at the direction of a Practice: At the direction of a Practice, we may also disclose Client Data to third parties not mentioned here.
- To affiliates: We may disclose Client Data to current or future parents, subsidiaries, and affiliates of Guilford, as well as other companies under common control or ownership with Guilford, for use in providing the App to the Practice and its Clients.
- In connection with corporate transactions: We may disclose Client Data as part of a sale of all or a portion of our business, or a divestiture, merger, consolidation, asset sale, bankruptcy, or other significant corporate event.
- To address a legal requirement: We may disclose Client Data is appropriate due to a legal requirement, such as a valid warrant. However, where legally permissible, we would first try to notify and involve the relevant Practice.

## **Requests Regarding Client Data**

The Client Data belongs to the relevant Practice, not to Guilford. Clients with questions or requests regarding Client Data should contact their Practice for assistance.