



STLHELP Privacy and Data Protection Policy

Purpose

To protect personal information collected from clients, donors, volunteers, and partners.

Scope of Information Collected

STLHELP may collect:

Name and contact information

Basic service needs (equipment requested)

Limited demographic information for reporting purposes

Important Clarification

STLHELP is not a healthcare provider and does not provide medical treatment or maintain protected health information under HIPAA.

Data Protection Practices

Information is stored in secure systems (e.g., intake platforms, databases)

Access is limited to authorized staff

Paper records are secured when in use

Use of Information

Information is used only to:

- Provide services
- Coordinate equipment distribution
- Meet reporting requirements

Data Sharing

STLHELP does not sell or share personal information.

Information may be shared with partner organizations only when necessary to fulfill services.

Retention

Information is retained only as long as necessary for operational and reporting purposes.

Approved by Board of Directors, January 15, 2026

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