

Schedule “A”

Glossary of Terms

The following glossary is intended to help clarify the use of terminology in this Policy. However, the following glossary is provided for convenience only and 3sHealth reserves the right to rely on the legal definition of any such terms.

“**collect, collection**” means the process of gathering or obtaining personal information from a source external to 3sHealth. Sources of collection include:

- the individual him/herself
- agents
- personal representatives of the individual (ex’s:
 - accountants, lawyers, powers of attorney, family members etc.))
- former employers and other third party references

“**consent**” means the permission from an individual (or his or her legally authorized representative) to collect, use or disclose the individual’s information for a particular purpose.

“**disclose, disclosure**” means any release of personal information held by 3sHealth to outside sources (for example, disclosing personal information to third party service providers or consultants).

“**personal information**” means information about an identifiable individual, such as an individual’s name, address, home phone number, gender, marital status, personal net worth, S.I.N., criminal record, etc.

“Personal information” does not include information that is about a business entity.

“**purpose**” means the purpose for which personal information is collected, used or disclosed.

“**use**” means any internal access and/or use of personal information by 3sHealth.