

MT Recovery Program

Website Privacy Statement

Effective: December 16, 2022

Maximus commitment to privacy

Thank you for visiting the MT Recovery Program website ("Site"). Maximus operates this Site for the State of Montana, Department of Labor and Industry, Business Standards Division ("State") for the Montana Recovery Program. This Site, found at <https://www.montanarecoveryprogram.com>, is designed to provide information and resources about the Montana Recovery Program to participants, potential participants, worksite monitors, board members and staff, as well as the general public. This privacy statement governs your use of the Site. Please read it before you access and use the Site.

Privacy is a top priority at Maximus. We are committed to keeping your information secure and confidential. Maximus respects your privacy. This privacy statement shows our commitment to you.

This privacy statement applies to:

- Information we collect about you
- How we use the information we collect
- Choices you have about how we collect and use your information

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This site does not collect personal information. This site provides informational content and links to other sites that you may access. Please refer to the privacy statement on the websites that you access through this Site for privacy practices associated with activities on those sites.

The site provides contact information. You provide information voluntarily when you phone or email Maximus. Maximus recommends that you do not email us personal information. Maximus maintains policies that protect the confidentiality of personal information obtained in the course of its regular business functions. Maximus privacy policies impose a number of standards to guard the confidentiality, prohibit the unlawful disclosure, and limit access to personal information (such as Social Security

Numbers and Medicaid ID numbers). Maximus safeguards personal information by having physical, technical, and administrative safeguards in place.

[How we use and share the information we collect <top of page>](#)

Maximus does not collect personal information through this Site.

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When you visit the Site, our web server automatically collects and logs web usage data on behalf of the State and to tell us how visitors use and navigate the Site. The data includes:

- Your Internet Protocol (IP) address
- Referring sites
- Pages viewed
- Browser type
- Operating system
- CPU speed
- Referring or exit web pages
- Length of visit

[Cookies, "Do Not Track" Signals, and Squarespace analytics <top of page>](#)

Like most websites, we employ "cookies," "Web beacons," and similar devices to help you more efficiently use the Site and to track your activities. A cookie is a small amount of data that is transferred to your browser by a Web server and can only be read by the server that gave it to you. It functions as your identification card and enables Maximus to record your activities and preferences. It cannot be executed as code or deliver viruses. A Web beacon is a small transparent gif image that is embedded in an HTML page or e-mail used to track when the page or e-mail has been viewed. Maximus uses cookies and similar devices to track your use of the Site, types of Products and Services viewed and information downloaded, and to count visitors we receive daily. Our Web servers automatically log the IP/Internet address of your computer. Maximus does not allow for the use of persistent cookies

Our website uses Squarespace Analytics. Squarespace Analytics does not identify individual users or associate your IP address with any other data held by Google Analytics. We use reports provided by Squarespace Analytics to help us understand website traffic and webpage usage. You may view the Squarespace Analytics Privacy Statement located [here](#).

[Opt-Out of Cookies and Squarespace analytics <top of page>](#)

If you do not want your browser to accept cookies, you can modify the cookie option in your browser's settings. However, some Site features or services may not function properly or be accessible without cookies. For additional information on Opting-Out of Squarespace Analytics tracking cookies, please see Squarespace Analytics Cookie Policy [here](#) and Opt-Out [here](#).

["Do Not Track" <top of page>](#)

"Do Not Track" is a preference you can set in your web browser. It tells websites you visit that you do not want them to collect information about you. The Site does not respond to "Do Not Track" or such signals.

[Security <top of page>](#)

Maximus is strongly committed to protecting personal information collected through this Site. We protect against unauthorized access, use, or disclosure. Maximus limits employee access to personal information collected through this Site. Only those employees who need to access the Site to perform their official duties can access it. All employees follow rules for disclosing personal information.

Maximus uses technical security measures and procedures to protect the personal information we collect through the Site. We protect it from getting lost, misused, changed, or destroyed. We have Information Security and Privacy policies to protect data. We give our employees regular training on information security and privacy. Because the Internet is open and unsecured, Maximus cannot be responsible for the security of personal information sent over the Internet. We have a formal incident response plan in case of a data breach.

To protect your communications through the Site, we authenticate, monitor, audit, and encrypt activity. You can tell if a site is secure by looking at the location (URL) field. The content comes from a secure server if the URL starts with https:// instead of http ://. This means unauthorized persons cannot read or decipher your personally identifiable information. This is part of our commitment to protect your information. Despite our efforts, no security measures are completely secure. By using this system, you consent to monitoring and auditing.

[Children <top of page>](#)

Maximus is committed to complying fully with the Children's Online Privacy Protection Act. We do not direct this site to children. We do not knowingly collect personal information from children. Maximus appreciates your cooperation with this federally mandated requirement.

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Information on this Site is meant to give the public immediate access to public information. While we try to give accurate, current, and reliable information, Maximus understands that human and mechanical errors happen. Maximus and our employees, officers, and agents do not represent that information on this Site is accurate, complete, up to date, or suitable.

[Changes to this privacy statement <top of page>](#)

We update this privacy statement. When we do, we change the "Last updated" date at the top of the privacy statement. Check the Site for our latest privacy statement. When you use the Site after we change the "Last updated" date, it means you accept the changes.

[How to contact us <top of page>](#)

If you have questions or concerns about your information, contact us by:

Toll-free phone number: 1.833.397.7500

Mail:

Maximus/MT Recovery Program
840 Crescent Centre Drive #400
Franklin, TN 37067

Email

MTRecovery@maximus.com

Do not include personal information in your email. The connection may not be secure.

If you have questions or concerns about this privacy statement, contact us by:

Email

PrivacyOfficial@Maximus.com

Mail

Maximus Privacy Official Office
1600 Tysons Boulevard, Suite 1400
McLean, VA 22102