



South African Society of Physiotherapy (SASP)

Privacy Policy

1. The **South African Society of Physiotherapy (SASP)** is committed to protecting and respecting your privacy.
 - 1.1 This Privacy Notice describes how the South African Society for Physiotherapy (SASP) collects, uses, discloses, retains, and protects your personal information, in accordance with the Protection of Personal Information Act (POPIA) and other relevant laws.
 - 1.2 The Privacy Notice applies to any website, application, form, document, product, or service which references this Privacy Notice. It also supplements any other privacy policies which may apply in respect of the South African Society for Physiotherapy (SASP) and how we process your personal information.
 - 1.3 POPIA defines personal information as “information which relates to an identifiable, living, natural person, and where it is applicable, an identifiable, existing juristic person”. This includes, but is not limited to, your name, sex, gender, address, contact details, identity number and medical or health information.

2. What this Privacy Policy does not cover

2.1 Third party websites

This Privacy policy applies only to the South African Society of Physiotherapy (SASP) website and other platforms that are owned and operated by South African Society of Physiotherapy (SASP) from time to time. South African Society of Physiotherapy (SASP) does not exercise control over third party websites linked to or from within our website. These third-party websites may place their own cookies or other files on your computer or other device, collect data or solicit information from you. You are encouraged to read their privacy policies before you enter into an exchange with them.

2.2 Advertisements

South African Society of Physiotherapy (SASP) uses technology to send, directly to your browser, the advertisements and links that appear on our website and other platforms. South African Society of Physiotherapy (SASP) automatically receives your IP address when this happens. South African Society of Physiotherapy (SASP) may also use other technologies (such as cookies, JavaScript, or web beacons) to measure the effectiveness of the advertisements and to personalize the advertising content (including pop-up adverts) to a certain audience. Please see our Cookie Policy.

3. How we use the information we collect from you

You do not need to register for a South African Society of Physiotherapy (SASP) account in order to visit the Website, however, you must register as a member to access, and use secured content on the South African Society of Physiotherapy (SASP) websites and other platforms. For these no-registration-required services South African Society of Physiotherapy (SASP) collects the following information:

- 3.1.1 General:** You may give us personal information about you by filling in forms or by communicating with us by phone, e-mail or otherwise. This includes information you provide when you apply for membership of South African Society of Physiotherapy (SASP), register for an online course or event, or other social media functions on our website and all our other platforms, enter a competition, promotion, or survey, and when you report a problem with our website. The information you give us may include your name, address, e-mail address and phone number, financial and credit card information, and professional information.
- 3.1.2 Cookies:** The Website uses cookies to distinguish you from other users of the Website. This helps South African Society of Physiotherapy (SASP) to provide you with a good experience when you browse the Website and also allows us to improve the Website. For detailed information on the cookies, we use and the purposes for which we use them. Please see our Cookie Policy.

3.2 Additional information collected from Members

In order to use the secure content side of our website you must become a member of the South African Society of Physiotherapy (SASP). South African Society of Physiotherapy (SASP) collects the personal information described above at Section 3.1 from Members, and in addition, South African Society of Physiotherapy (SASP) collects the following types of personal information from Members for the following purposes:

- 3.2.1 Information you provide:** When you register to become a Member, the South African Society of Physiotherapy (SASP) asks you for certain personal information. Examples of such information include your full name, identity number, e-mail address, professional credentials and credit card or other financial details. Members may also need to disclose in their profiles their professional licence or registration details; e.g., HPCSA number. This enables South African Society of Physiotherapy (SASP) to provide you with, for example, written detail of appropriately earned credits for your completed learning activities related to your professional governing jurisdiction.

We use the personal information that you provide to respond to your questions, send you information, provide you the specific services you select, send you other emails; for example, emails about website maintenance and updates, and inform you of significant changes to this Privacy Policy.

- 3.2.2 Your IP Address:** In addition to your profile, you may also be identified in the South African Society of Physiotherapy (SASP) system by your IP address, the numerical address of the location from which you are connecting to the website. That IP address may be traceable specifically to your computer, or it may only be traceable to the Internet Service Provider (ISP) you use to access the Internet, depending on

what type of connection you have. In either case, South African Society of Physiotherapy (SASP) will have the ability to link your IP address to your contributions on the Website, which helps to prevent abuse and fraud.

- 3.2.3 Online Contributions:** When Members submit content to our websites and other SASP platforms, (such as in discussion forums etc), that information becomes publicly available to other Members, and each such “post” will be attached to the Member’s profile on that platform. Deleting or cancelling your account from that South African Society of Physiotherapy (SASP) platform may not permanently delete that content. This does not affect any of your rights under applicable law.
- 3.2.3 Learning Log:** When Members log learning activities that information will be attached to the Member’s profile. We will store this information for as long as the account is active to ensure that it is always available for your professional development records.
- 3.2.4 Promotional emails:** You may choose to opt-in to the South African Society of Physiotherapy (SASP) invitation emails when you register as a member. You can choose to opt-out of these invitation emails by clicking the unsubscribe link at the bottom of any invitation email.
- 3.2.5 Links:** South African Society of Physiotherapy (SASP) may present links in a format that lets South African Society of Physiotherapy (SASP) keep track of when these links are clicked. South African Society of Physiotherapy (SASP) uses this information to improve the quality of South African Society of Physiotherapy (SASP) services, to estimate traffic South African Society of Physiotherapy (SASP) sends to third party websites, and to customise content and advertising.

4. When do we share your Information

4.1 Sharing of information between South African Society of Physiotherapy (SASP) and 3rd party service providers

If you subscribe to any of our South African Society of Physiotherapy (SASP) Services, including our membership site; your information may be with other companies or service providers; like or IT service providers, website, and content creators as well as our accounting and auditing service providers; only on a need to know basis This is done so as to improve the services the South African Physiotherapy Society provides you with. The South African Physiotherapy Society has in place Non-Disclosure Agreements with these service providers prohibiting them from using your information in any manner other than for which it is intended.

4.2 Sharing of information with professional organisations

South African Society of Physiotherapy (SASP) may share personal information with professional organisations that have provided you with access to the South African Society of Physiotherapy (SASP) Services (such as professional member associations, educational institutions, and other service providers) to show your engagement with the South African Society of Physiotherapy (SASP) Content. South African Society of Physiotherapy (SASP) requires that such parties agree to process such collected information in compliance with this Privacy Policy, and to take reasonable confidentiality and security measures with respect to such collected information.

- **Sharing of information with accrediting organisations**

South African Society of Physiotherapy (SASP) may share personal information with accrediting organisations to validate the award of continuing professional development points or continued education units. South African Society of Physiotherapy (SASP) requires that such parties agree to process such collected information in compliance with this Privacy Policy, and to take reasonable confidentiality and security measures with respect to such collected information.

5. Information security

Unfortunately, the transmission of information via the internet is not completely secure.

Although South African Society of Physiotherapy (SASP) does its best to protect your personal information, we cannot guarantee the security of your data transmitted through any of our platforms;

6.. Access to information

Data protection Legislation gives you the right to access information held about you, and related information including the purposes for processing the personal information, the recipients, or categories of recipients with whom the personal information has been shared, where possible, the period for which the personal information will be stored, the source of the personal information, and the existence of any automated decision making. Your right of access can be exercised in accordance with such legislation

7.. Complaints, problems and correcting and removing personal information

If you have a complaint or problem or would like any personal information relating to you corrected or deleted, please e-mail us at paiarequest@saphysio.co.za

You may also lodge a complaint with the Information Regulator; at the address below;

The Information Regulator (South Africa)

JD House, 27 Stiemens Street, Braamfontein, Johannesburg, 2001

P.O Box 31533, Braamfontein, Johannesburg, 2017

Complaints email: complaints.IR@justice.gov.za

General enquiries email: infoereg@justice.gov.za

8. Limitations on removing or changing information

You should be aware that it may not be technologically possible to remove each and every record of the information you have provided to South African Society of Physiotherapy (SASP) from our servers, and this action will prevent the Member from downloading activity data following the deletion of their data. We may also retain personal information that is required for compliance with a legal obligation under applicable South African law or for the establishment, exercise, or defence of a legal claim.

9. Notification of data breaches

In the event of a data breach, we will endeavour to alert all affected parties as timeously as possible after we become aware of the full details of the data breach.

10. International Users

The Website is hosted in South Africa and is intended for and directed to users in South Africa. If you are accessing the Website from our any other region with laws or regulations governing personal information collection, use, and disclosure that differ from the laws of South Africa, please be advised that through your continued use of the Website, which is governed by South African law, this Privacy Policy, and South African Society of Physiotherapy (SASP)'s Terms and Conditions (The Agreement), you are transferring your personal information to South African territory

11. Changes to this Policy

This Privacy Policy may change from time to time. The latest applicable policy will be the one available on our website and from the Information Officer as per the address given below. Please revisit this page frequently to stay aware of any material changes.

12. Contact

For more information about South African Society of Physiotherapy (SASP) privacy practices, or if you have any questions about this Privacy Policy, please e-mail paiarequest@saphysio.co.za. or write to this address: **The Information Officer; South African Society of Physiotherapy (SASP), PO Box 752378, Gardenview, 2047**