

## PRIVACY POLICY FOR DIKTAMEN MOBILE

This privacy policy governs your use of the software application Diktamen Mobile ("Application") for mobile devices that was created by Diktamen Oy ("Provider"). The Application enables on-the-go dictation for Diktamen users.

### What information does the Application obtain and how is it used?

#### **User Provided Information**

Registration and service contract with the Provider is required in order to be able to use the Application.

Please note that if the application is used to collect medical information, this use may be subject to existing privacy law, or any other state, EU or US federal law or regulation. Compliance with these laws and regulations and associated responsibilities of parties are governed by the service contract between the Provider and the user or user's organization.

To use the Application, the user does not need to provide any additional personal information. Account details (user name and password) required to use the Application are provided to the user under the service contract.

To use all features of the Application, the user needs to give the following permissions to the Application:

Audio recording – required for recording dictations

Camera – required for scanning QR codes (authentication tokens) and barcodes (patient information entry)

Phone state – required to detect and pause recording upon incoming calls Account information – required in Android 4.0.3 and older for push notifications

If the user switches on the push notification feature, notifications may be sent to the phone.

#### **Automatically Collected Information**

The Application may collect certain information automatically, including, but not limited to, the type of mobile device you use, your mobile devices unique device ID, the IP address of your mobile device and your mobile operating system. This information is used for diagnostic and troubleshooting purposes only.

## Does the Application collect precise real time location information of the device?

This Application does not collect precise information about the location of your mobile device.

# Do third parties see and/or have access to information obtained by the Application?

Only aggregated, anonymized data may be periodically transmitted to external services to help us improve the Application and our service. We will share your information with third parties only in the ways that are described in this privacy statement.

We may disclose User Provided and Automatically Collected Information:

- as required by law, such as to comply with a subpoena, or similar legal process;
- when we believe in good faith that disclosure is necessary to protect our rights, protect your safety or the safety of others, investigate fraud, or respond to a government request;
- with our trusted services providers who work on our behalf, do not have an independent use of the information we disclose to them, and have agreed to adhere to the rules set forth in this privacy statement.
- if Diktamen is involved in a merger, acquisition, or sale of all or a portion of its assets, you will be notified via email and/or a prominent notice on our Web site of any change in ownership or uses of this information, as well as any choices you may have regarding this information.

## What are my opt-out rights?

You can stop all collection of information by the Application easily by uninstalling the Application. You may use the standard uninstall processes as may be available as part of your mobile device or via the mobile application marketplace or network.

### **Data Retention Policy, Managing Your Information**

We will retain User Provided data as defined in the service contract.

#### Children

Application is targeted to business users and we do not use the Application to knowingly solicit data from or market to children under the age of 13.

## Security

We are concerned about safeguarding the confidentiality of your information. We provide physical, electronic, and procedural safeguards to protect information we process and maintain. For example, we limit access to this information to authorized employees and contractors who need to know that information in order to operate, develop or improve our Application. Please be aware that, although we endeavor provide reasonable security for information we process and maintain, no security system can prevent all potential security breaches.

#### Changes

This Privacy Policy may be updated from time to time for any reason. You are advised to consult this Privacy Policy regularly for any changes, as continued use is deemed approval of all changes.

#### **Your Consent**

By using the Application, you are consenting to our processing of your information as set forth in this Privacy Policy now and as amended by us.

#### Contact us

If you have any questions regarding privacy while using the Application, or have questions about our practices, please contact us via email at privacy@diktamen.com.