

State Compensation Insurance Fund Information Sharing Disclosure



This disclosure explains what State Compensation Insurance Fund (State Fund) does to keep information about you private and secure.

Disclosure of Information to Third Parties

State Fund does **not** sell, trade, or otherwise transfer your private or confidential information or general information to third parties for marketing purposes.

State Fund does **not** collect, sell, or distribute your email address for commercial marketing purposes.

Private or confidential information may be provided to third parties when required by law or regulation. State Fund may enter into contracts with third parties related to the transaction of workers' compensation which may require the transfer of your private or confidential information.

State Fund is subject to the California Public Records Act.

In the course of our business relationship with you, we collect information about you from various sources necessary to provide our workers' compensation insurance services and products.

Types of Information We Collect

In the normal course of business we collect:

- Information requested on applications for insurance and other forms (such as name, address, and financial information);
- Information about your transactions with us and with others (such as policy coverage, premiums, and payment history);
- Information we receive from credit bureaus (such as credit report and claims histories); and
- Information gathered from our Web site such as information volunteered by you through our online forms, email initiated by you to State Fund, site visit data, or information collection devices ("cookies")¹.

How We Protect Your Information

State Fund has established technical, administrative, and physical security measures that comply with state and federal standards to protect your private or confidential information from unauthorized access and improper use.

How We Use Information We Collect

Private or confidential information may be used by State Fund to transact its workers' compensation insurance business.

How to Contact Our Privacy Office

If you have questions about State Fund's Information Sharing Disclosure or you believe your privacy rights have been violated, contact the State Fund Privacy Office by phone toll-free at: (888) 724-3237 or by email to: PrivacyOffice@scif.com.

Definitions of Terms

Private or confidential information includes, but is not limited to:

Confidential Information – Information about State Fund, a State Fund policyholder, or claimant, or a third party of such nature that it has independent economic value from not being generally known to the public. State Fund policyholder "confidential information" includes, but is not limited to, wage or salary information, trade secrets, financial statements, credit reports, and any other information that the insured has lawfully designated proprietary or trade secret.

Private Information – Private information includes an individual's name and address, and medical record information. It can also include individually identifiable information gathered in connection with an insurance transaction from which judgments can be made about an individual's character, habits, avocations, finances, occupation, general reputation, credit information, or any other personal characteristics.

¹Cookies – Cookies are small files supplied by the Web server and stored by the Web browser software on your computer when you access State Fund's Web site. The cookies allow State Fund to monitor traffic patterns and improve the Web site so you can use our systems more efficiently. State Fund's cookies do not collect or disclose any private or confidential information about the person using the browser.