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# Privacy Policy

**Effective Date:** 7/14/2024

**Last Updated:** 7/14/2025

Health & Joy Services ("HAJS," "we," "our," or "us") respects your privacy and is committed to protecting your personal information. This Privacy Policy explains how we collect, use, share, and protect information through our website [insert website URL] and any other communication channels linked to our services.

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## 1. Who We Are

Health & Joy Services is a Home and Community-Based Services (HCBS) provider serving individuals with intellectual and developmental disabilities in Washington, D.C. and Virginia.

We provide services in accordance with federal and state regulations and strive to maintain the highest standards of confidentiality and integrity in all of our interactions.

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## 2. What Information We Collect

We collect information in two main ways:

**(a) Information You Voluntarily Provide**

When you interact with our website, contact us, or complete forms, you may provide:

- Name
  - Email address
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- Phone number
- Organization (if applicable)
- Any message or inquiry details you submit

#### **(b) Automatically Collected Information**


We may collect limited technical information to help us improve the website and user experience:

- IP address
- Browser type and device
- Date/time of your visit
- Pages visited
- Cookies or similar tracking technologies (see Section 7)

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### **3. How We Use Your Information**

We may use your information for the following purposes:

- To respond to your inquiries or requests
  - To improve website functionality and user experience
  - To send updates or announcements related to our services (if opted in)
  - To monitor website traffic and performance
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- To ensure compliance with applicable laws and regulations

We do **not** sell or rent your personal information to third parties.

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## 4. How We Share Information

We may share your information under limited circumstances:

- **Service Providers:** We may work with vendors (e.g., IT or web hosting companies) who assist us in maintaining the website and services. These vendors are bound by confidentiality agreements.
  - **Legal Requirements:** We may disclose your information if required by law, legal process, or government request.
  - **Emergency Situations:** To protect the health, safety, or rights of others if reasonably necessary.
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## 5. Your Rights & Choices

You have the following rights concerning your personal information:

- **Access:** You may request a copy of the personal data we have about you.
  - **Correction:** You may ask us to correct inaccuracies.
  - **Deletion:** You may request that we delete your data, where applicable.
  - **Opt-Out:** You can opt out of receiving communications from us at any time.
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To make a request, please contact us at the information provided in Section 9.

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## **6. Protection of Information**

We take appropriate physical, technical, and administrative measures to protect your information from unauthorized access, loss, misuse, or alteration.

However, please note that no internet transmission is completely secure. We cannot guarantee the absolute security of any information shared online.

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## **7. Cookies and Tracking Technologies**

We may use cookies or similar tools to:

- Analyze website traffic
- Understand user behavior
- Improve site performance

You can disable cookies in your browser settings, but this may affect your experience on our site.

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## **8. Children's Privacy**

Our website is not intended for children under the age of 13. We do not knowingly collect personal information from children. If we become aware that information was collected from a child, we will delete it promptly.

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## 9. Contact Us

If you have any questions, concerns, or requests related to this Privacy Policy or our data practices, please contact us:

### **Health & Joy Services**

853 New Jersey Ave SE, Suite 200  
Washington, DC 20003  
Email: [info@healthandjoyservices.com](mailto:info@healthandjoyservices.com)  
Phone: 202-952-8952

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## 10. Changes to This Privacy Policy

We may update this Privacy Policy occasionally to reflect changes in law, technology, or our practices. Any updates will be posted on this page with a revised “Last Updated” date.

We encourage you to review this Privacy Policy periodically.

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Would you like me to format this into an HTML version for your website or a branded PDF for download? Let me know how you'd like to proceed!