



West Virginia Board of Examiners for Speech-Language Pathology & Audiology

Privacy Notice



WHAT INFORMATION WE COLLECT AND WHY WE COLLECT IT

- Personal identifiable information (PII) and non-personal information is required to verify and satisfy West Virginia's Speech-Language Pathology and/or Audiology licensing requirements
- We collect applicant's name, address, Social Security Number, FEIN# (if applicable) date of birth, phone number, email address, as well as, employer's name, address and phone number.
- We collect, for verification purposes, state license data from any additional state if application for a West Virginia license is made on the basis of reciprocity.
- In addition to the above, we also require and collect official university transcripts and national test scores for new Master's and Doctorate Degree graduates applying for a state license.

HOW WE USE INFORMATION

- Per West Virginia Code §30-1-6.d and the Federal Privacy Act, we must collect an applicant's Social Security Number before a license can be issued. The Social Security, as well as, FEIN is also used to identify anyone in default on Child Support Payments.
- We may share information with government organizations and others required by law. We may also be required to submit information to authorities after receiving a legal request or court order.
- Per WV Code §30-1-13 & Title 29 Legislative Rule §29-1-9.4.e & §29-1-9.4.f, we do sell PII (License Number, Name, Home Address, City, State & Zip) as a roster/ mailing list for a fee. The list does not include social security or FEIN numbers. These lists are typically requested by staffing agencies, rehab centers, etc., but are available upon request to any member of the public. A signed consent to release this information is not required because WV Code specifies it as public information.
- Hard copy documents containing personal and non-personal information are stored in locked filing cabinets in the Board Office at 99 Edmiston Way, Suite 214, Buckhannon, WV 26201.
- All personal and non-personal information is also housed on computer servers as a database at the WV State Treasurer's Office. A copy of the Privacy Statement can be read at www.wvsto.com
- Online License Renewal for the WV Board of Examiners for Speech-Language Pathology & Audiology is hosted from our website by the WV State Treasurer's Office. Credit/Debit card information is transmitted during the renewal process. Security of Personal Information on the WV State Treasurer's website can be read at www.wvsto.com
- The West Virginia Office of Technology uses an encrypted security program to protect your personal information.

INDIVIDUAL RIGHTS

- You have the right to review your information in our records and to request changes if incorrect.
- If you have concerns regarding the collection and/or use of your personal information, please contact us at:

West Virginia Board of Examiners for Speech-Language Pathology & Audiology
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Buckhannon, WV 26201
304-473-4289
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We will make every reasonable effort to address your concerns.