



DIGITAL MILLENNIUM COPYRIGHT ACT NOTICE

Notice of Infringement

If you are a copyright owner or an agent thereof and believe that any User Content infringes upon your copyrights, please submit a notification pursuant to the Digital Millennium Copyright Act (the "DMCA") by providing our copyright agent (see below), with the following information in writing (see 17 U.S.C. 512(c)(3) for further detail):

1. A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed;
2. Identification of the copyrighted work claimed to have been infringed, or, if multiple copyrighted works at a single online site are covered by a single notification, a representative list of such works at that site;
3. Identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled and information reasonably sufficient to permit the service provider to locate the material;
4. Information reasonably sufficient to permit the service provider to contact you, such as an address, telephone number, and, if available, an email address;
5. A statement that you have a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent or the law; and
6. A statement that the information in the notification is accurate, and under penalty of perjury, that you are authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

Copyright Inquiries

Copyright inquiries can be submitted in writing as follows:

American Society for Health Care Human Resources Administration

225 W. Wacker Drive, Suite 650

Chicago, IL 60606

Email: ASHHRA@ashhra.org

For clarity, only DMCA notices should go to ASHRA. Any other feedback, comments, requests for technical support, and other communications should be directed to ASHHRA@ashhra.org. You acknowledge that if you fail to comply with all of the foregoing requirements, your DMCA notice may not be valid.

Counter Notification

In the event the ASHRA removes User Content from a Site (or access to the User Content is disabled) and you believe that such User Content is not infringing, or that you have the authorization from the copyright owner, the copyright owner's agent, or pursuant to law, to post



and use the content, you may send a counter notification pursuant to sections 512(g)(2) and (3) of the DMCA.

To file a counter notification with us, you must provide:

1. Your physical or electronic signature;
2. Identification of the User Content that has been removed or to which access has been disabled (identify the specific URLs at which the User Content appeared before it was removed or access to it was disabled and/or provide other unique identifying information).
3. Your name, address, telephone number, and, if available, an email address, and a statement that you consent to the jurisdiction of federal court in Chicago, Illinois, and that you will accept service of process from the person who provided notification of the alleged infringement.

If a counter notice is received by ASHHRA, ASHHRA may send a copy of the counter notice to the original complaining party informing that person that ASHHRA may replace the removed content or cease disabling it in ten (10) business days. Unless the copyright owner files an action seeking a court order against the alleged infringer, the removed content may be replaced, or access to it restored, in ten (10) to fourteen (14) business days or more after receipt of the counter notice, at the ASHHRA's sole discretion.