

FormFire's Policy Regarding the Use and Storage of Social Security Numbers (SSNs)

Social Security Numbers are highly confidential and legally protected data. FormFire respects this fact and takes every possible step to ensure SSNs are used properly and stored securely. This document serves to provide transparency to our policy and answer frequently asked questions regarding SSNs.

Why Social Security Numbers are required

All medical carriers currently working with FormFire require SSNs to write a new medical policy. Some also require SSNs to provide medically-underwritten rates to an employer seeking confirmed pricing upfront. They require this data whether using FormFire to apply for coverage, or standard paper applications.

How FormFire uses Social Security Numbers

FormFire uses SSNs solely for the purpose of aiding employees applying for medical coverage. This includes providing medical carriers with SSNs where required. Additionally, SSNs can be used to help monitor the status of employees who have not yet created a FormFire account. Once an employee creates a FormFire account, the SSN is no longer used as a unique identifier. We do not sell or rent your personal information to anyone. For more information regarding your privacy, please refer to FormFire's privacy statement located online at www.formfire.com.

How Social Security Numbers are stored

SSNs are stored securely with the rest of your Protected Health Information in FormFire's datacenter. FormFire's servers are audited regularly by third party security experts and accessible only by authorized personnel. For more information regarding FormFire's security practices, please visit www.formfire.com.

FormFire vs. paper applications

Unlike paper applications, FormFire follows strict guidelines for routing user data which is actually more private than paper. Where paper applications can be viewed by anyone with physical access to them, FormFire securely routes user information directly to those legally allowed by HIPAA to view it. This ensures SSNs can't be lost in the mail or viewed by unauthorized personnel.

Options for employees not wishing to use FormFire

Because the carriers require SSNs, unfortunately, the only option is to use paper applications to apply to each carrier. Employees will still need to provide SSNs wishing to apply this way.

