

APSYS SOLUTIONS — WEBSITE LEGAL RESOURCES

Terms of Service

Use of aphisinc.com, Downloadable Resources & Communications

The terms governing your use of this website, the guides and templates available on our Resources page, and any communications you have with Apsis Solutions Inc. through this site.

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These Terms of Service (“Terms”) govern your access to and use of aphisinc.com (the “Site”), including any guides, templates, playbooks, checklists, or other downloadable materials made available on our Resources page (collectively, “Resources”), and any communications you initiate with Apsis Solutions Inc. (“APSYS,” “we,” “us,” or “our”) through the Site, including contact forms, scheduling links, and email.

By accessing or using the Site, downloading a Resource, or submitting information through a contact form, you agree to these Terms. If you do not agree, please do not use the Site or download any Resources. These Terms work alongside our Privacy Policy, which is also available on the Resources page and which governs how we collect, use, and protect information you submit through the Site.

These Terms describe a website and a set of free informational resources — not a client engagement. If you become an APSIS client, the terms of that engagement will be governed by a separate signed agreement (a Master Services Agreement, Statement of Work, staffing agreement, or similar), and where there is a conflict between that agreement and these Terms, the signed agreement controls for matters within its scope.

SECTION 1 WHO WE ARE & WHAT THIS SITE IS

A brief description of APSIS and the purpose of this website

Apsis Solutions Inc. is a Tampa, Florida-based healthcare IT consulting firm. We provide services including Epic and Oracle Health implementation and optimization support, Clarity/Caboodle analytics, healthcare IT staffing, HIPAA and cybersecurity compliance support, and federal health IT contracting support, as described elsewhere on this Site.

This Site is an informational and business development resource. It describes our capabilities, shares industry guides and templates we've developed, and provides a way for prospective clients, partners, candidates, and prime contractors to get in touch with us. Nothing on this Site — including the guides and templates on our Resources page — constitutes a binding offer, a guarantee of services, legal advice, medical advice, or a substitute for professional consultation specific to your organization's situation.

SECTION 2 ACCEPTABLE USE OF THE SITE

What you can do here — and what you can't

You may use this Site for its intended purpose: to learn about APSIS, review our guides and templates, and contact us about your organization's needs. In using the Site, you agree not to:

- Use the Site in any way that violates applicable federal, state, local, or international law or regulation.
- Attempt to gain unauthorized access to any portion of the Site, our servers, or any systems or networks connected to the Site, including through hacking, password mining, vulnerability scanning, or any other unauthorized means.
- Interfere with or disrupt the Site's operation, including through the introduction of viruses, malware, or other harmful code, or through any action that imposes an unreasonable load on our infrastructure.

- Use any automated system, including “bots,” scrapers, or spiders, to access the Site in a manner that sends more request messages than a human could reasonably produce in the same period, except for standard search engine indexing.
- Submit false, misleading, or fraudulent information through any contact form, including impersonating another person or entity.
- Use information submitted to us, or contact information you obtain from this Site, to send unsolicited commercial communications to APSIS personnel outside the context of your original inquiry.

Enforcement

If we reasonably believe you have violated this section, we may restrict or terminate your access to the Site, decline to respond to your inquiries, and — where necessary to protect APSIS, our clients, or others — take any other action we consider appropriate, including reporting unlawful activity to the relevant authorities.

SECTION 3 DOWNLOADABLE RESOURCES

The guides, playbooks, and templates available on our Resources page — what you can do with them

Our Resources page includes guides, playbooks, checklists, and templates covering topics like HIPAA security risk assessment, healthcare IT staffing, Epic analytics, healthcare cybersecurity, federal health IT contracting, and EHR optimization (collectively, the “Resources”). These Resources are provided free of charge as an informational service to the healthcare IT community.

What you can do

- Download, read, and use the Resources for your own internal business, educational, or planning purposes.
- Adapt template documents (for example, the HIPAA Security Risk Assessment Template) for your own organization's internal use — that's what they're designed for.
- Share a Resource with colleagues within your own organization, or reference it in your own internal documentation.

What you can't do

- Republish, redistribute, or resell any Resource, in whole or substantial part, as your own work product or as a commercial offering, without our prior written permission.
- Remove or alter APSIS branding, attribution, or copyright notices from a Resource while redistributing it externally.
- Represent that a Resource was created by, or on behalf of, anyone other than APSIS.
- Use the content of any Resource to create a competing product or service offered to third parties (for example, repackaging our staffing playbook as your own consulting deliverable for sale).

These Resources are informational — not professional advice

Our guides and templates — including the HIPAA Security Risk Assessment Template, the Healthcare Cybersecurity Field Guide, the Federal Health IT Contracting Guide, and others — are based on publicly available information, industry research, and our operational experience. They are intended to help you think through important topics and organize your own work. They are not legal advice, compliance certification, or a guarantee that following them will satisfy any specific regulatory requirement (including HIPAA, FISMA, or any other framework referenced in them). Always consult qualified legal counsel and, where appropriate, a compliance professional, for advice specific to your organization. Use of any template does not create a client relationship with APSIS and does not substitute for an actual risk assessment, audit, or compliance program conducted with appropriate expertise applied to your specific environment.

SECTION 4 INTELLECTUAL PROPERTY

Who owns what — the Site, the Resources, and the content on them

All content on this Site — including text, graphics, logos, the APSIS name and branding, the design and structure of the Site, and the Resources available for download — is owned by Apsis Solutions Inc. or licensed to us, and is protected by U.S. and international copyright, trademark, and other intellectual property laws, except where explicitly stated otherwise.

Subject to your compliance with these Terms, we grant you a limited, non-exclusive, non-transferable, revocable license to access the Site and use the Resources for the purposes described in Section 3. This license does not transfer any ownership rights to you. All rights not expressly granted in these Terms are reserved by APSIS.

Some Resources reference or cite third-party data, research, and publications — for example, KLAS Arch Collaborative research, MGMA benchmarking data, or OCR enforcement actions. Such references are provided for informational and attribution purposes; APSIS does not claim ownership of third-party data and citations should be understood as references to the original sources, which retain their own rights.

SECTION 5 COMMUNICATIONS WITH APSIS

What happens when you contact us, and what you should and shouldn't send us through this site

When you submit a contact form, request information, schedule a call, or email us through a link on this Site, you are initiating a business communication with APSIS. We will use the information you provide to respond to you, consistent with our Privacy Policy. Submitting a form does not create a client relationship, a contractual obligation, or an attorney-client-style confidential relationship — it is the start of a conversation, nothing more, until and unless a separate signed agreement is in place.

Please don't send us protected health information (PHI)

apsisinc.com's contact forms and general email addresses are not a secure channel for protected health information, and are not covered by a Business Associate Agreement. If you are a current client or partner working with APSIS in a context involving PHI, that exchange should happen through the secure channels established for your specific engagement — not through this website. If you submit PHI through a general contact form despite this notice, we will take reasonable steps to handle it appropriately and minimize retention, but we cannot guarantee the same safeguards that apply to PHI handled under an active BAA.

Response times

We aim to respond to inquiries submitted through this Site within 1–2 business days. We are a boutique firm, and while we work to be responsive, submitting a form does not guarantee a response by any specific deadline, and we are not obligated to respond to every inquiry — for example, messages that appear to violate Section 2, or that are unrelated to our services.

SECTION 6 DISCLAIMERS & LIMITATION OF LIABILITY

The legal language that limits what APSIS is responsible for in connection with this Site

THIS SITE AND ALL RESOURCES ARE PROVIDED “AS IS” AND “AS AVAILABLE,” WITHOUT WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT. APSIS DOES NOT WARRANT THAT THE SITE WILL BE UNINTERRUPTED, ERROR-FREE, OR FREE OF HARMFUL COMPONENTS, OR THAT ANY RESOURCE IS ACCURATE, COMPLETE, OR CURRENT AS OF THE DATE YOU ACCESS IT.

Our guides and templates discuss regulatory frameworks (such as HIPAA, FISMA, and federal contracting requirements) and industry data that are subject to change. We make reasonable efforts to keep this content current as of its stated edition date, but regulations, contract vehicles, and market data change over time, and APSIS is not responsible for decisions made in reliance on Resources that have become outdated.

TO THE FULLEST EXTENT PERMITTED BY LAW, APSIS AND ITS OFFICERS, EMPLOYEES, AND CONTRACTORS WILL NOT BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, OR ANY LOSS OF PROFITS, REVENUE, DATA, OR GOODWILL, ARISING FROM OR RELATED TO YOUR USE OF (OR INABILITY TO USE) THIS SITE OR ANY RESOURCE, EVEN IF WE HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. OUR TOTAL LIABILITY FOR ANY CLAIM ARISING FROM YOUR USE OF THIS SITE OR THE RESOURCES, REGARDLESS OF THE FORM OF ACTION, WILL NOT EXCEED ONE HUNDRED U.S. DOLLARS (\$100).

Some jurisdictions do not allow the exclusion or limitation of certain warranties or damages, so some of the above limitations may not apply to you. In those cases, our liability will be limited to the smallest extent permitted by applicable law.

SECTION 7 THIRD-PARTY LINKS & REFERENCES

This Site and our Resources may reference or link to third-party websites, research, data sources, or organizations — for example, OCR guidance, KLAS research, Epic documentation, or federal procurement portals like SAM.gov. These references are provided for convenience and informational context. APSIS does not control, endorse, or take responsibility for the content, accuracy, or practices of any third-party site or source, and a reference to a third party does not imply any affiliation, sponsorship, or endorsement between APSIS and that party unless explicitly stated.

SECTION 8 GOVERNING LAW & DISPUTE RESOLUTION

These Terms are governed by the laws of the State of Florida, without regard to its conflict of laws principles. Any dispute arising from or relating to these Terms or your use of this Site will be subject to the exclusive jurisdiction of the state and federal courts located in Hillsborough County, Florida, and you consent to personal jurisdiction in those courts.

Before initiating any formal legal proceeding relating to these Terms, we encourage you to contact us first at the email address in Section 10 — most concerns can be resolved directly and informally.

SECTION 9 CHANGES TO THESE TERMS

We may update these Terms from time to time — for example, to reflect new Resources, new features on the Site, or changes in applicable law. If we make material changes, we will update the “Effective Date” and “Last Reviewed” dates at the top of this document. Your continued use of the Site or download of any Resource after a change becomes effective constitutes your acceptance of the updated Terms. If you do not agree to updated Terms, your option is to discontinue use of the Site.

SECTION 10 CONTACT US

Questions about these Terms can be directed to us using the information below.

Legal / Terms Inquiries

Email: legal@apsisinc.com

Phone: 813-999-4853

Mail: Apsis Solutions Inc., Tampa, FL

General Inquiries

Email: info@apsisinc.com

Web: apsisinc.com

Phone: 813-999-4853

The short version

Use this Site and our free Resources for what they're meant for — learning, planning, and getting in touch with us. Don't redistribute our guides as your own work, don't send us PHI through a contact form, and don't try to misuse the Site. The Resources are genuinely useful starting points, not a substitute for your own legal, compliance, or security professionals signing off on your specific environment. And if anything here ever feels unclear, just email us — we'll talk it through.

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