

Alexandra Sumner

JD | CIPP/US | CIPM

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EXPERIENCE

Dayspring Technology, Remote

Consultant, October 2021—present

Helped clients update internal privacy policies to be compliant with ISO 27701 framework. Reviewed Federal Computer Systems Validation (CSV) training documents and program updates.

Thriveworks, Remote

Corporate Counsel, May 2021—present

Provided legal support to business units and corporate functions on all aspects privacy and security requirements, including HIPAA and consumer privacy, international and inter-affiliate transfers of personal data, GDPR compliance, CCPA and other state privacy law compliance, "big data" use, marketing, records retention and data protection; acted as a privacy subject matter expert including HIPAA and protecting company and employee data/information (PHI, PII, confidential company data); provided legal support on cybersecurity; assisted in data mapping and classification and collaborate with stakeholders to deliver a comprehensive approach for Information Governance; effectively managed outside counsel research projects dealing with the rules and regulations applicable to health care companies, including, but not limited to telemedicine, corporate practice of medicine, state licensing guidelines, controlled substance rules, and fraud and abuse; operated with a general management mindset and willingness to provide business advice.

Indiana Dental Association, Indianapolis, Indiana

Legal Counsel, September 2020—April 2021, *Director of Public Affairs*, September 2019—April 2021

Drafted and reviewed telehealth bills and analyzed the implications for the dental field; provided broad legal counsel surrounding a variety of health law, contract law, and corporate governance issues; drafted and reviewed Endorsement Agreements, Group Sales Agreements, Utility Service Agreements, Software Usage Contracts, and general Purchase Agreements; drafted corporate minutes, bylaws amendments, and resolutions for Board of Trustee meetings and Annual House of Delegates meeting; presided over officer elections and committee appointments; updated members on changes in OSHA guidance and the establishment of the Provider Relief fund; advised members of Small Business Association loan and grant programs; collaborated with Director of Government Affairs to develop healthcare policy strategies for enhancing Medicaid/Medicare reimbursement; successfully secured \$6,000 in national funding for a state public affairs campaign on dental insurance and upcoming healthcare legislation; drafted 25+ weekly legislative alerts during the 2020 session and sent to 1500+ association members.

Law Offices of Marc P. Katz, Indianapolis, Indiana

Law Clerk, May 2018 – June 2019

Assisted in document organization and assembly for 15+ corporate mergers: reviewed and edited metadata of assets being purchased and drafted schedules supplemental to the main Asset or Stock Purchase Agreement; compiled and organized all final Schedules, Addendums, Memorandum of Understanding, and final executed documents into corporate organizational binder; repared and submitted Secretary of State filings including: UCC Amendments, Articles of Incorporation, Official Name Change, Corporate Dissolution, Annual Statements, and Board of Directors/Officer Updates.

Indiana Supreme Court, Indianapolis, Indiana

Legal Extern, January 2019—April 2019

Researched and drafted criminal transfer memorandum; drafted bench memoranda in preparation for oral arguments; observed oral argument proceedings; and reviewed and edited citations for publication of final decisions.

Allied Solutions, LLC, Indianapolis, Indiana

Legal and Compliance Intern, May 2017 – April 2018

Reviewed financial product and insurance service contracts including: Service Agreements, Provider Reimbursement Schedules, Third Party Contracting Services, Vendor Agreements, and Credit Union General Contracts; managed international licensing initiative: tracked insurance service license applications in nine Canadian provinces; consulted Senior Legal Compliance Office on marketing projects including website review, publication of production information, and general promissory language; drafted internal staff memoranda with guidance and briefings on recently-passed legislation, regulatory updates, and the Telephone Consumer Protection Act.

BAR ADMISSIONS & CERTIFICATIONS

Indiana, 2019 Certified Information Privacy Professional (CIPP/US), 2021 Certified Information Privacy Manager (CIPM), 2021

EDUCATION

Indiana University Robert H. McKinney School of Law, Indianapolis, Indiana

Juris Doctor