Confidentiality

I. Purpose

To protect the confidentiality of all medical information of the patients of University Health Center.

II. Principle

The confidentiality of the patient-provider relationship is the ethical norm of the University Health Center. The principles of confidentiality and respect for the patient’s privacy extend to all staff of the University Health Center, including all student employees. It is the obligation of the Health Center representatives to protect the ill and the injured. Therefore, any information concerning a patient’s mental or physical condition will be held privately and in absolute confidence, except:

1. In extreme circumstances when the patient’s life or health is in danger and communication between health care providers is necessary for the patient’s continuing care.
2. When the patient has given written informed consent to disclose information to a designated person or party.
3. When otherwise permitted and/or required by law.

All University Health Center employees are considered responsible for the principles of confidentiality, and are required to read this policy and sign a confidentiality statement at the beginning of their employment/service that affirms this responsibility. They are subject to legal and ethical standards regarding the patient-provider relationship, and are expected to observe and abide by those principles. Health care workers will not have access, handle, or read a patient’s medical record (or portion there of) unless it is absolutely necessary for the performance of their normal duties. Questions about interpretation of these principles should be referred to the Director of the University Health Center.

III. Violations
Due to the sensitive nature of this subject, any violation of the principles of confidentiality by a University Health Center representative who has agreed to this policy by signing the confidentiality statement can lead to disciplinary actions up to termination if the employee’s supervisor and the director of the University Health Center judge the severity sufficient to warrant dismissal.

Director’s Approval  ________________________________ Date: __________
Reviewed  ________________________________ Date: __________