

**ALL CHILDREN'S HOSPITAL and ALL CHILDREN'S HEALTH SYSTEM
Confidentiality Statement**

I acknowledge that I might have been given access to protected health, personal, or other sensitive information either in hardcopy or electronic medium and will only use this information in the performance of my job duties. I agree to maintain the confidentiality of this information. I will use appropriate safeguards to prevent this information from being used or disclosed in any unauthorized manner. I understand that any unauthorized uses or disclosures of this information may prevent me from being able to access protected health, personal, or other sensitive information in the future, and is grounds for corrective action. If I have received All Children's Information Network/Systems passwords, I will maintain the confidentiality of the passwords. I will not share my passwords with anyone. I understand that any misuse of my passwords may result in my passwords being terminated and prevent me from being able to access protected health, personal, or other sensitive information in the future and is grounds for corrective action.

I understand that the information I receive as part of my job duties shall not be shared, directly or indirectly, via social media or social networking Internet sites (blogs, bulletin boards, other public or quasi public forms and user-generated sites). I understand that this means that I may not post All Children's owned information or any protected health or sensitive information (including pictures) on those sites, use those sites to provide medical advice or commentary, or post any information that is negative, disruptive, threatening, embarrassing or defamatory to All Children's, its employees, staff or patients and their families.

I understand that All Children's does not permit me to use any smart phone or similar device to take photos or record patient information for non-work related activity.

If I have concerns regarding the need for confidentiality of All Children's information, I will discuss my concerns with the All Children's Privacy Officer at (727) 767-4348 or extension x74348.

Employee (Please check if employed by All Children's)

Signature

Date

Print Name

Department or Affiliation Designation

Contact information if **not** an All Children's employee

Phone

Email