



CONFIDENTIALITY AGREEMENT

Welcome to St. Mary's Medical Center. As part of your orientation to the Medical Center's policies and procedures, please carefully read the following about confidentiality.

While at St. Mary's Medical Center, you may come in contact with written information about patients, such as medical records; laboratory tests results, x-rays and the like. In addition, you may hear people talking about patients and their conditions. This information is confidential, and it must not be disclosed except to those people who are authorized to know by hospital policy or procedure (refer to Hospital Policy Manual – Section I Chapter 1.14 – "Patient Rights and Organizational Ethics – Hospital Ethics/Confidentiality"). You may not discuss this information with family or friends even if the information is about them. Patients expect the Medical Center to keep medical information confidential and you are expected to abide by the Medical Center's policies and procedures.

Other information, such as proprietary data about the Medical Center's operations, incident reports, material designed as "Peer Review" by the Medical and Dental Staff, information concerning lawsuits in which the Medical Center is involved, and other similar information should also be treated as confidential and not disclosed to others without the permission of your supervisor.

If you have any questions about confidentiality or wish to review the policies on confidentiality, please ask your supervisor.

Please read the following and sign:

I have read and understand the information set forth above concerning confidentiality, and agree to abide by the Medical Center's policies and procedures on confidentiality. I understand that failure to comply with the policies and procedures on confidentiality may result in disciplinary action or my dismissal from this experience.

Signature of Participant

Date