

**THIS IS ONLY A SAMPLE!!! PLEASE WRITE YOUR OWN BASED ON THE SPECIFIC NEEDS/SITUATION OF YOUR PRACTICE.**

**EMPLOYEE CONFIDENTIALITY STATEMENT**

Patient records are legal documents and are considered privileged information, and therefore, protected by obligations of confidentiality. All information shall be considered confidential and shall not be disseminated to anyone other than a representative of the member or a practitioner or used in any way except as provided herein, and/or permitted by law.

I agree not to disclose any privileged or confidential information with respect to any patient, prepared, collected, or submitted by any representative of this medical office or by any other health care facility, organization, or third party, for any means other than for the purpose of achieving and maintaining quality patient care or as required for payment of health care claims.

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Employee Signature

Date

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Witness

Date