



## Nebraska Task Force 1 – Confidentiality Pledge

February 2015

### NE-TF1 Health Information Management Confidentiality Pledge

As an employee and/or task force member acting on behalf of Lincoln Fire & Rescue DHS-FEMA Nebraska Task Force 1 to manage task force member health information, I pledge my commitment to protect all information that I may come into contact with as confidential and private. I understand that this involves any information received in paper, computer, or verbal form regarding task force member medical data or health history.

I will make certain that all medical records and computer information is secure when not in use. I will not attempt to access information for which I do not have a definite need to know to perform my job duties.

I will conduct any discussions regarding task force member medical data or health history only in private with task force members or with authorized staff.

I will not gossip about task force member medical data or health history with anyone outside the scope of responsibility associated with managing task force member medical data or health history.

I will know and follow the legal procedures for releasing or transferring task force member medical data or health history information and when in doubt will ask for guidance.

I agree to submit any medical related documents that I may come into contact in a confidential manner and through the use of appropriate task force or national US&R program procedures. I agree to not make unauthorized copies of any medical data or health history documents.

I acknowledge that I am bound by this pledge and Integrity is the Belief and expected Behavior for all NE-TF1 task force members. I pledge to be responsible for my actions and words and do all that I can to protect task force member medical data and health history information.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_