

Lake Superior State University Athletic Training Education Program Non-Disclosure Agreement

As an athletic training student within the Athletic Training Education Program at Lake Superior State University, you must safeguard all patient records and various types of confidential information from misuse.

Agreement:

- I understand that I may come in contact with confidential information, including clinical, administrative, and employee related, through written records, documents, internal correspondence, verbal communications, computer programs, computer applications; therefore, I agree not to divulge or disclose to any person other than those employees or persons under work agreement with the Lake Superior State University Athletic Training Education Program and who have a clear and obvious need-to-know.
- I agree that any confidential information I acquired will not be divulged or disclosed upon termination of my clinical responsibilities with the Lake Superior State University Athletic Training Education Program.
- I agree not to divulge or disclose any confidential information after my work hours.

Acknowledgement:

I understand and acknowledge that disciplinary action by the ATEP may be taken as well as legal penalties, including fines, if I willfully or intentionally break these rules. Pursuant to the section of the privacy Act entitled, "Criminal Penalties," an employee can be required to pay up to a \$5,000 fine if he/she willfully discloses any confidential information to any person who is not entitled to receive it.

Printed Name: _____

Signature: _____

Date: _____