

Regulations 5692R

Non-Instructional/Business Operations

HUMAN IMMUNODEFICIENCY VIRUS (HIV) RELATED ILLNESSES: CONFIDENTIALITY

Confidentiality and Release of Information

School officials and employees are required by law to maintain strict confidentiality of HIV related information concerning a student in the District and such information may not be disclosed to anyone unless the protected student, or the parent or guardian if student lacks capacity to consent, completes and signs a written authorization form.

School officials and employees are also required to maintain strict confidentiality of HIV related information concerning an employee in the District without the signed written consent of the employee.

Authorization forms must be dated and specify to whom disclosure is authorized, the purpose for such disclosure and the time period during which the release is to be effective.

Authorization Forms

Redisclosure or the use of general authorizations to release confidential HIV related information is prohibited by law. Therefore, separate releases must be executed by the protected employee or student (or the parent or guardian where appropriate) specifically granting permission for any further release of such information.

For general purposes Form 5692F, authorized by the Public Health Department, must be used to authorize release of information regarding students or employees.

Release of student information to individual CSE members or the Superintendent and members of the Board of Education is to be executed on Form 5692F.1 authorized by the State Education Department.

Established: 1999
Revised: 03-15-18