



NON-DISCLOSURE AGREEMENT

Multnomah Education Service District (MESD) has a legal and ethical responsibility to safeguard the privacy of all students and to protect the confidentiality of their health information. In the course of my assignment at MESD, I may come into possession of or be aware of confidential student information, even though I may not be directly involved in providing direct student services.

I understand that such information must be maintained in the strictest confidence. As a condition of my assignment, I hereby agree that, unless directed to by my supervisor, I will not at any time during or after my assignment with MESD disclose any student information to any person whatsoever or permit any person whatsoever to examine or make copies of any student reports or other documents prepared by me, coming into my possession, or under my control, or use student information, other than as necessary in the course of my assignment.

When student information must be discussed with other professionals in the course of my work, I will use discretion to ensure that such conversations cannot be overheard by others who are not involved in the student's care.

I understand that violation of this agreement may result in a termination of my assignment.

Printed Name of Participant

Signature of Participant

Date

Title (check one)

- Intern
- Job Shadow Participant
- Student
- Volunteer
- Other