Statement of Confidentiality of mazzoni center Information

All mazzoni center employees/volunteers/interns are asked to sign the following statement at the time of employment:

As an employee/volunteer/intern of mazzoni center, I will not at any time disclose or use, either during or subsequent to my employment:

A. Any information, knowledge or data which I receive or develop during my employment which is consider proprietary of mazzoni center. Such information, knowledge or data may consist of the following which is by example only: processes, know-how, files, test results, accounting or financial data, salary data, marketing data, business plans and strategies, negotiations and contracts, research, customer vendor list and donor lists.

B. Any information related to clients/patients. In compliance with Act 148: The Confidentiality of HIV-related Information Act and HIPPA and other applicable local, state, and federal laws and guidelines, such information will not be disclosed to other individuals or agencies without obtaining written consent.

Furthermore, I understand that any information regarding a client/patient is confidential and will be made available only to mazzoni center staff involved in providing services to that client/patient.

I further agree that upon termination of my employment with mazzoni center, I shall promptly return any and all documents containing the above information, knowledge or data relating thereto, to mazzoni center.

This agreement shall be binding upon my successors, heirs, assigns, and personal representatives and shall be for the benefit of the successors and assign of mazzoni center. In the event that a dispute arises concerning this agreement and a lawsuit is filed, the prevailing party shall be entitled to reasonable attorney’s fees and costs.

I understand that my continued employment with mazzoni center is contingent upon my compliance with this agreement.

__________________________  ____________________  ________________
Signature                  Print                        Date