

Confidentiality Worksheet

Name _____

Date _____

Completing this worksheet as you go through the web-based confidentiality tutorial will reinforce some of the key points. Your completed worksheet will also serve as a guide for discussing this topic with your supervisor. Put an * next to any items that were new to you. Put a ? next to anything you're not sure you understand.

1. What harm could result from identifying someone as receiving services from this Department?

2. What is the General Rule?

3. Six things a person must understand in order to give informed approval for the use or disclosure of confidential health information.

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

4. The 12 categories of exceptions are:

- | | |
|----------|-----------|
| 1. _____ | 7. _____ |
| 2. _____ | 8. _____ |
| 3. _____ | 9. _____ |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |

5. The penalty for unlawful disclosure of confidential information is _____
