



## Observer/Job Shadow Confidentiality Form

### What You Need To Know About Patient Confidentiality as an Observer at Mercer Health

#### It Goes Without Saying, Confidentiality Matters!

During your visit to Mercer Health, you may see or overhear patient information. Patient information is confidential and is protected by law. Because patient information is protected by law, you must follow certain rules while you are here.

#### You Must:

1. Respect the privacy and confidentiality of our patients.
2. Wait outside the patient's room until the person you are shadowing has received the patient's permission for you to enter.

#### You Must NOT:

1. Go into a patient room unless the person you are shadowing has received the patient's permission.
2. Access the patients chart or see patient information electronically. The person you are shadowing must limit the amount of information you will be exposed to.
3. Copy, remove or take identifiable patient information with you.
4. Provide treatment or help with patient care.

You must keep information confidential after your visit. If you need to write a report or do a presentation about your observation experience with your school, do not talk about patients in a way that someone could identify them. You may talk about your patients with the person you are shadowing during your visit, but you may not talk to anyone about patients after your visit.

**Failure to follow these rules may result in fines or criminal penalties. If your job shadowing experience is part of your educational requirement, your school will also be notified and may take action.**

Please sign below to indicate that you understand your responsibilities.

Observer/Job Shadow Student Signature \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_ School Affiliation (if applicable): \_\_\_\_\_