

**PURDUE UNIVERSITY  
CONFIDENTIALITY AGREEMENT  
CONTRACTORS OR OTHER WORKERS**

Certain employees or contractors of Purdue University may encounter health information protected by the Health Insurance Portability and Accountability Act of 1996 through various sources including, but not limited to, interoffice communications, data or software maintenance, electronic media, verbal interactions, health plan claims or medical records. Employees or contractors with access to such information, even incidental access, shall not discuss, disclose, or give access to confidential health information except as needed to perform an essential job function or to those having a legal right to such information. Any breach of confidentiality in violation of University policies, professional standards or state and federal laws and regulations governing protected health information, may result in applicable sanctions and/or university disciplinary action against the responsible employee, termination of a contractor's involvement in a project or termination of a contract.

By signing below, I certify that I will not intentionally access any protected health information or other information maintained by Purdue that I encounter, but which is not needed to perform my job. Any information incidentally viewed will be kept confidential as stated above.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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

Department: \_\_\_\_\_