

NATIONAL EMERGENCY NURSES ASSOCIATION



Board Policy	Confidentiality
Number of Pages	1
Approval Date	February 2016
Past Revision Dates	None
Next Revision Date	November 2018

All Executive, members of the President’s Council, all NENA paid employees and observers will read and sign the confidentiality agreement. See NENA Organizational Chart. Confidentiality agreement shall be a standing agenda item at all NENA Leadership meetings. Agreement must be signed when and where applicable.

In the event of a breach of confidentiality, the Executive will be responsible for setting up a process to investigate and carry out any actions in response to the breach.

CONFIDENTIALITY AGREEMENT

I hereby affirm that my position as a director, executive or committee member with National Emergency Nurses Association is of a confidential nature. From time to time I may be privy to information about certain matters both written and/or verbal, which are confidential. I agree that any knowledge gained as a result of my association with NENA is, and will remain, confidential. I will exercise due care that the information I provide to others is the information that they are entitled to. If I question the entitlement of information to particular individuals, I will refrain from providing the information until clarification is obtained from the President or two members of the Executive.

I have read the above “Confidentiality Agreement” and affirm that I will abide with same.

Name _____ Witness _____

Date _____