

EXHIBIT J:

**CONFIDENTIALITY STATEMENT**

**Confidentiality**

Employees must safeguard the confidentiality of Deaconess records and other confidential information such as patient information including safeguards and procedures contained in the Health Information Protection Standards manual (HIPS), Information System passwords, employee lists, blueprints, strategic or other plans, and any other confidential information. It is the employee’s responsibility to ask management whether Deaconess considers certain information confidential. Such information may never be disclosed to non-employees without prior authorization of management.

Refer to: Policy and Procedure 45-19S: Standards of Employee Conduct

I understand that confidential or proprietary information will be furnished to me from time to time. I agree to hold all such information in strict confidence, and to not use, duplicate in any form, or disclose verbally or in writing, any such information.

PDP Ambassador/Committee Member Signature \_\_\_\_\_

Specialty Service Representing \_\_\_\_\_

Date submitted to PDP Committee Chair \_\_\_\_\_