



**North Carolina Department of Health and Human Services  
Office of Education Services**

2302 Mail Service Center • Raleigh, North Carolina 27699-2302  
919-855-4430 (Voice) 919-855-4448 (TTY) 919-715-6625 (FAX)

Beverly Eaves Perdue, Governor  
Lanier M. Cansler, Secretary

Dwight Pearson, PhD, Ed S, Superintendent

**STATEMENT OF CONFIDENTIALITY**

I, \_\_\_\_\_, as an employee of \_\_\_\_\_, may have access to or be exposed to confidential information about students. I have or will receive training regarding confidentiality and access to student records. I understand and agree that I am not to share confidential information verbally, in writing, electronically, or in any other manner without the consent of the student or parent, as appropriate. I understand and agree that I will not share confidential information with any unauthorized person, including any staff member at \_\_\_\_\_, unless that staff member has an educationally sound or emergency reason to know such information. I understand that if I have questions about the appropriateness of sharing information, I may contact my supervisor for clarification and/or direction. I also understand that violation of this agreement may result in disciplinary action, up to and including dismissal from my employment at \_\_\_\_\_.

\_\_\_\_\_  
Signature/Receipt Date

Cc: Personnel File

Location: 1020 Richardson Drive • Royster Building • Dorothea Dix Hospital Campus • Raleigh,  
N.C. 27603  
An Equal Opportunityξ