



Prairie Rose School Division

Developing lifelong learners for responsible global citizenship

AP #308 - Pledge of Confidentiality

Human Resources

Procedure Manual

Policy Ref: 10, 11, 12, 13, 14, 18

As required under *The Personal Health Information Act (PHIA)* and as deemed necessary under *The Freedom of Information and Protection of Privacy Act (FIPPA)*, the Prairie Rose School Division must ensure that each employee signs a Pledge of Confidentiality. By signing the pledge, each employee, volunteer, agent, etc. acknowledges that they are aware of and understand our policies and procedures with respect to the security of personal health information and personal information during its collection, use, disclosure, storage and destruction.

Each employee/volunteer/agent of the division will receive the appropriate orientation on the policies and procedures, and shall sign the Pledge of Confidentiality.