

POLICY & PROCEDURE 1.6 **CONFIDENTIALITY OF RECORDS**

POLICY: It is the policy of Blinn College that all records pertaining to a student's disability, including documentation generated by the Office of Disability Services will be considered confidential records under the Rehabilitation Act Section 504, 1973; Americans with Disabilities Act (ADA), 1990, and the Family Educational Rights and Privacy Act (FERPA). Documentation generated by the Office of Disability Services will be shared only with the written consent of the student and only on a "need to know" basis. Records provided to the student from the Office of Disability Services or records provided directly to the Office of Disability Services from other sources cannot be shared under penalty of law.

LIMITS OF CONFIDENTIALITY:

Confidential information may be released without your permission under some circumstances. These include the following:

- If records are court ordered to be released or otherwise required by state or federal law
- Cases of suspected abuse or neglect of children or adults not otherwise able to protect themselves.
- If we believe you pose a threat to yourself or someone else, we may contact appropriate authorities to maintain your protection and the protection of others.
- We reserve the right to seek consultation from professional colleagues, which will aid in our work with you. We will treat your contact information as confidential.

Blinn College

Office of Disability Services

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