

## **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

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<i>Section</i>	PERSONNEL	725
<i>Policy Name</i>	CONFIDENTIALITY OF MEDICAL RECORDS <i>Management Guideline Applies</i>	

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*Board Approved: November 16, 2021*

*Review Prior To: December 2026*

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### **POLICY**

It is the policy of the Superior-Greenstone District School Board that all employee medical records, received by the Disability and Wellness Administrator, or designate, are kept in strictest confidence, whether active or in storage, and maintained separately from the respective Human Resources file, by the Disability and Wellness Administrator, or designate.