
VIRGINIA BOARD FOR PEOPLE WITH DISABILITIES

Commonwealth of Virginia

Board Policy 13.0: Confidentiality

It is the policy of the Virginia Board for People with Disabilities that confidentiality of personal information is maintained, consistent with federal and state laws for individuals who receive services either directly or indirectly through federal DD Act funding.

I. Confidentiality of Grantee Records

A grantee that provides direct services to individuals under a Board grant must have a system to protect client records from inappropriate disclosure. Disclosure of confidential information must be in accordance with applicable state and federal law.

II. Confidentiality of Board Records

- A. The Board is not a service providing agency and as such, does not have or maintain client/consumer records. The Board does, however operate in-house grant programs which currently include Partners and Policymaking, the Youth Leadership Forum, and the Wheat Community Service Award. These records shall be maintained in a confidential manner consistent with Section I above.
- B. Personnel records of Board staff shall be maintained in a confidential manner consistent with federal and state confidentiality laws and regulations.

Adopted by the Virginia Board for People with Disabilities
Date: May 5, 2004