

Lewisville Independent School District Privacy Notice to Parents

Please Read the Following Important Announcement

HIPPA (Health Insurance Portability and Accountability Act) and **FERPA** (Family Education Rights and Privacy Act) are two laws controlling and limiting access to an individual's medical or educational information. Access to such information is restricted in the Lewisville ISD to school personnel who have completed confidentiality training and who have a "need to know."

LISD personnel who will or may have access to health information about your student are those who are responsible for your student during a school day. These personnel may include LISD nurses, counselors, teachers, school secretaries, attendance clerks, school administrators, substitute nurses and teacher, child nutrition manager, and the school bus driver. Student teachers and nurses are covered by the procedures and guidelines governing district personnel.

Parents who wish to place restrictions on access to health information or who do not wish to complete certain requested forms requesting that information should contact the school nurse to arrange a private conference. If there are no restrictions in place, the school nurse will determine who may need-to-know the information in order to care for or to safeguard your student.

Communications with an individual's health care providers and agencies will commonly require appropriate and specific parent (or student) signed "permission to release information." Nurses are, however, required by law to consult with prescribing physicians in some circumstances. If permission to consult is revoked by the parent, the school nurse may not be able to provide the prescribed care.

Communications with health departments, police, emergency medical services, federal or state authorities and child protective agencies are permitted without parental permission in an emergency or to protect the health and safety of the student or other persons and during investigations of acts of terrorism.

Communications and copies containing health information used in general research or in response to some types of inquiries or investigations must have any personally identifying information removed.

If you have particular questions or concerns about this information or about the information on your student please contact your school nurse or building administrator.

This notice is effective April 14, 2003