



**Commission on Dental Competency Assessments
CONFIDENTIALITY STATEMENT**

NAME: _____ EXAMINATION SITE: _____

PREFERRED ADDRESS: _____

OFFICE PHONE: _____ HOME PHONE: _____

FAX NUMBER: _____ E-MAIL ADDRESS: _____

AGREEMENT OF CONFIDENTIALITY

I AM AWARE THAT AS A PARTICIPANT WHOSE FUNCTION IS TO FACILITATE AN EXAMINATION TEAM OF THE COMMISSION ON DENTAL COMPETENCY ASSESSMENTS, EITHER AS AN EMPLOYEE, INDEPENDENT CONTRACTOR, AGENT, CONSULTANT, OR OTHERWISE, I HAVE ACCESS TO COMMISSION ON DENTAL COMPETENCY ASSESSMENTS INFORMATION CONCERNING THE EXAMINATION, PATIENTS AND EXAMINEES WHICH MUST REMAIN CONFIDENTIAL. I HAVE READ AND UNDERSTAND THE COMMISSION ON DENTAL COMPETENCY ASSESSMENTS' POLICY ON CONFIDENTIALITY AND PUBLIC DISCLOSURE AND AGREE TO PROTECT THE CONFIDENTIALITY OF ALL COMMISSION ON DENTAL COMPETENCY ASSESSMENTS MATERIALS, RECOMMENDATIONS AND SUGGESTIONS AND DISCUSSION BEFORE, DURING AND AFTER THE EXAMINATIONS. I CLEARLY UNDERSTAND THAT I AM TO MAKE NO COMMENTS CONCERNING THE EXAMINATION PROCEEDINGS TO PATIENTS, CANDIDATES TAKING THE EXAMINATION OR ANY OTHER PERSON, EITHER DURING OR AFTER THE EXAMINATION.

SIGNATURE: _____

DATE: _____

PUBLIC DISCLOSURE AND CONFIDENTIALITY POLICY

The members, consultants and staff of the Commission on Dental Competency Assessments (CDCA), because of their work with the CDCA and its committees, have access to examination, examiner, and patient information that must remain confidential. In addition, members, consultants and staff of the CDCA owe a duty of loyalty to the agency while serving in such capacities. This duty has been defined to include avoiding conflicts of interest and recognizing that the CDCA is owner of written and artistic materials prepared for the CDCA during their service.

CONFIDENTIALITY: Confidentiality of the following materials or information is maintained to ensure the integrity of the Commission on Dental Competency Assessments and of the Examination:

1. Examination questions and answers.
2. Privileged information, (e.g. medical histories).
3. Deliberations of the Disciplinary and Grievance, as well as, the Credentials Committees.
4. Background reports and informational materials related to examination matters and content are regularly prepared for review by the CDCA and its review committees. These materials, content, and all discussions related to the matters routinely remain confidential. The CDCA determines when and the manner in which newly adopted policy and informational reports will receive public distribution.

PUBLIC DISCLOSURE: Any inquiry related to application for examination would be viewed as a request for public information and such information would be provided to the public. The scheduled dates of the next examinations are also published as public information. Furthermore, all documents relating to the structure, policies, procedures, standards, requirements and guidelines for the Commission on Dental Competency Assessments are available to the public upon written request. Other official documents require varying degrees of confidentiality.