

BENCO
Agency
POLICIES AND PROCEDURES

SUBJECT: CONFIDENTIALITY OF RECORDS

OAR: 411-323-0060 (4) a-c

▪ POLICY

- **(4) a-b** Benco ensures that all records for individuals are kept confidential except as otherwise provided by applicable State and Federal rule or laws. For the purpose of disclosure from individual medical records under the Oregon Administrative Rules Benco is considered a “public provider” as defined in ORS 179.505. Benco does not require authorization from the individual, guardian or legal representative to have access to an individual’s records.
- **c** For disclosure of an individual’s non-medical records, all or portions of the information contained in the non-medical record may be exempt from public inspection under the personal privacy information exemption to the public records law set forth in ORS 192.502.

Approved By: Kristen Gregory
Kristen Gregory, Benco Board President

Date: 4/20/17