



**CVM  
Policies and  
Procedures  
Handbook**

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**Section:** *General*

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**To Be Reviewed Yearly by:** *CVM Committee on Policies  
and Procedures*

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**Cross Reference:**

**Confidentiality**

**College of Veterinary Medicine**

In the process of performing one's work in the College of Veterinary Medicine, it is possible to overhear information regarding personnel issues, testing issues, research issues, patient/client/doctor issues, etc., which must be considered confidential. You are obligated not to discuss any such information outside the college. Likewise, you are obligated not discuss any such information with other employees within the college, except as required within the scope of your work. In the latter situation, you must take care to see that this is done only in an environment where the information can remain confidential. Even casual conversation with other employees may be overheard and may violate the rights and privacy of others.

Approved: \_\_\_\_\_

*Kent H. Hoblet*

Kent H. Hoblet, Dean

*8/19/11*

\_\_\_\_\_ Date