



# Lauderdale-By-The-Sea Volunteer Fire Department

<b>S.O.P Number: Article 100- Membership</b>	<b>Effective Date: October 1, 2010</b>
<b>Section: 110</b>	
<b>Subject: Department Confidentiality Policy</b>	
<b>By Order of the Fire Chief: Steven Paine</b>	

## Department Confidentiality Policy

**Purpose:** To ensure all Lauderdale by the Sea Fire Department personnel understand the importance of patient confidentiality and adhere to the policy.

**Scope:** This policy pertains to all Lauderdale by the Sea Fire Department personnel who respond, read, observe or otherwise obtain private information or activities of personal nature with anyone whom the department interacts with during emergency, non-emergency, or fellow firefighters and their families.

### Policy:

Due to the nature of our duties, officers and firefighters of the Lauderdale by the Sea Fire Department are often privy to sensitive, private, or personal information. This may include (but is not limited to) private medical histories, exposure to crime scenes & criminal investigations, and observations made in private homes. No member shall disclose or use any information or observations not in the public domain, gained due to official Lauderdale by the Sea Fire Department duties, nor shall they use said information at any time for their personal gain or benefit, or for the personal gain or benefit of any other person(s) or enterprise.