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BLESSING-RIEMAN College of Nursing & Health Sciences

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Owner:	Reta Richmond: ADMINISTRATIVE ASSISTANT
Area:	Curriculum Committee
References:	

Intellectual Freedom and Privacy

PURPOSE

To ensure Blessing Health Professions Library (the Library) patrons' rights to confidentiality and privacy are safeguarded.

POLICY

Blessing-Rieman College of Nursing and Health Sciences (the College) is committed to the principles of protecting intellectual freedom with scholarship. Intellectual freedom is the right to seek, research, review, and share information from all points without restriction. This intellectual freedom extends to the protection of the right to privacy of all Library patrons.

PROCEDURE

Library personnel work with other libraries in the Illinois Library and Information Network (ILLINET) to preserve and protect privacy rights, subject to limitations imposed by licensing and payment agreements with electronic content providers. The Library is not responsible for the privacy practices of external web sites.

Library personnel limit the Personally Identifiable Information (PII) collected, does not place PII in public view, avoid creating unnecessary records, and retain only the information needed. PII are data that could potentially identify a specific individual. The identity of the borrower or requestor of a library item and the information contained in individual circulation system patron records are confidential, in accordance with Illinois Statutes. Library personnel may be obligated to release such information to law enforcement agents in response to a search warrant, subpoena, or other lawful directives issued in accordance with S. 193, **the USA PATRIOT Act Sunset Extension Act of 2011**. Deleted records containing PII will be properly disposed of in confidential bins maintained by Blessing Health System.

Library personnel monitors the institutional implementation of the Family Education Rights and Privacy Act of 1973 (FERPA) and the, Health Insurance Portability and Accountability Act (HIPAA) of 2003, evaluating their impact on the collection, retention of library records, and the privacy and confidentiality rights of library patrons. The Library respects and follows the College and Blessing Health System privacy policies including but not limited to logging off databases and computers when finished in order to protect their privacy.

SOURCES

Association of College & Research Libraries. (2018). *Standards for libraries in higher education*. Retrieved

from <http://www.ala.org/acrl/standards/standardslibraries>

Nicholson, S. & Smith C. A. (2006). *Using lessons from health care to protect the privacy of library users: Guidelines for the de-identification of library databased on HIPAA*. Retrieved from <http://onlinelibrary.wiley.com/doi/10.1002/asi.20600/abstract>

Attachments:

Approval Signatures

Approver	Date
Reta Richmond: ADMINISTRATIVE ASSISTANT	08/2019
Debra Walton: PROFESSOR	08/2019

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