



State of Connecticut  
Department of Developmental Services



M. Jodi Rell  
Governor

Peter H. O'Meara  
Commissioner

Kathryn du Pree  
Deputy Commissioner

**DDS POLICY**  
**CONFIDENTIALITY OF CLIENT RECORDS**

In accordance with Section 19-570-5 of the Regulations of Connecticut State Agencies, all employees are hereby advised that individual client records maintained by the Department of Developmental Services are confidential.

No employee may release information contained in such records, except as authorized by the Personal Data Act (Connecticut General Statutes 4-190), the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Regulations referenced above.

Failure to adequately protect the confidentiality of client records or to improperly disclose information from such records will result in disciplinary action up to and including dismissal.

Peter O'Meara  
Peter O'Meara, Commissioner  
Department of Developmental Services

10/01/07\* (\* reissued with Agency Name Change)  
Date

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I acknowledge that I have read and understood the above directions and have received a copy of this document

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature