

Consent to Maintain the Privacy of CPE Student Records at SFH

Purpose:

To keep in federal compliance with Family Education Rights and Privacy Act (FERPA) to protect the privacy of student educational records.

ACPE Standard: 303.4 –maintenance of student records

Reference: ACPE Inc. Accreditation Manual Appendix 7B “Guide For Student Records” in relation to Family Education Rights and Privacy Act (FERPA). Explanation found at following link:
<http://208.52.144.173/NewPDF/Student%20Records%20and%20Annual%20Notice.pdf>

1. I give consent to use my CPE application materials for my Clinical Pastoral Education (CPE) interview by approved CPE interviewers at St. Francis Hospital (SFH).

Yes _____ No _____

2. I give consent to file my CPE application materials as part of my educational record of CPE in the waiting period prior to the CPE interview and through the course of my CPE Student and Alumni status should I obtain CPE student status at SFH.

Yes _____ No _____

3. I give consent to disseminate my directory information (name, telephone/cell and pager information) within SFH facilities for the purpose of keeping contact within SFH facilities and to make contact when doing offsite on call duty should I obtain student status at SFH.

Yes _____ No _____

4. I give consent to send my directory information (name, type of CPE unit, occupational status during CPE, gender and religious affiliation) in compliance with ACPE accreditation unit reporting requirements should I obtain student status at SFH and complete one of more units of CPE.

Yes _____ No _____

Signature of CPE Applicant and/CPE Student:
