

**21 NCAC 63 .0507            CONFIDENTIALITY AND RECORD KEEPING**

- (a) Social workers shall protect the client's right to confidentiality as established by law.
- (b) Social workers shall reveal confidential information to others only with the informed consent of the client, except in those circumstances in which not to do so would violate other laws or would result in clear and imminent danger to the client or others. Unless specifically contraindicated by such situations, clients shall be informed and written consent shall be obtained from clients, or their legally authorized representative, before confidential information is revealed.
- (c) When confidential information is used for the purpose of professional education, research, or consultation, the identity of the client shall be concealed. Presentations shall be limited to material necessary for the professional purpose.
- (d) Social workers shall maintain records adequate to provide proper diagnosis and treatment and to fulfill other professional responsibilities.
- (e) Social workers shall take precautions to protect the confidentiality of material stored or transmitted through computers, electronic mail, facsimile machines, telephones, telephone answering machines, and all other electronic or computer technology. When using these technologies, disclosure of identifying and confidential information regarding current client(s) or former client(s) shall be avoided whenever possible.

*History Note:    Authority G.S. 90B-6; 90B-11;  
                          Eff. March 1, 1994;  
                          Temporary Amendment Eff. October 1, 1999;  
                          Temporary Amendment Expired July 28, 2000;  
                          Amended Eff. April 1, 2001;  
                          Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. September  
                          19, 2015.*