



POLICY 22 – CONFIDENTIALITY POLICY

APPLICANTS, CANDIDATES, AND REGISTRANTS

(This Policy is to be printed in all CCI Examination Handbooks, Registrant renewal notifications and with Application Information)

Information related to Applicants, Candidates and Registrants shall remain confidential with the exception of the publication of the Registrant's Credential(s), Active status, City, and State, on CCI's online directory. It is the responsibility of CCI to publish any and all sanctions imposed upon Registrants who are found to be in violation of the CCI Code of Ethics.

The CCI online directory is provided as a means for the public / employers to locate and verify the status of a Registrant's credential(s). A Registrant may choose to "opt out" of being listed in the CCI online directory by indicating within their online CCI profile or by written request, sent to the CCI headquarters office. Registrants who select the option to "opt-out" will not be listed in the online directory.

The "Opt out" request does NOT exempt applicants, candidates and registrants, who have been sanctioned by CCI, from having the individual's name and violation committed, from being published on the CCI website as per the CCI Code of Ethics Policy.

When and if CCI is legally required to release personal information to release confidential information, the person concerned shall, unless prohibited by law, be notified as to what information will be provided.

As a courtesy to other cardiovascular health care related organizations, CCI may at its discretion make available its list of "Registrants in Good Standing" for educational and employment opportunities.