



**THE GEORGE
WASHINGTON
UNIVERSITY**
WASHINGTON, DC

Responsible University Official:
Chief Information Officer
Responsible Office: Division of
Information Technology
Last Revised Date: September 15, 2010

THE GEORGE WASHINGTON UNIVERSITY PRIVACY STATEMENT

Policy Statement

The university is committed to best practices concerning student, patient and employee privacy. The university will safeguard the generation, collection, use, storage, disposal and disclosure of protected personal information.

Reason for Policy

The university has implemented measures to address privacy issues and to promote compliance with the requirements of federal law including the Family Educational Rights and Privacy Act (FERPA), Gramm-Leach-Bliley Act (GLBA), and the Health Insurance Portability and Accountability Act (HIPAA).

Who is Governed by this Policy

Faculty, staff, students and alumni

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Policy

Information plays a critical role in the university’s educational, research, patient care, administrative, and public service activities. The university recognizes the importance of safeguarding electronic and paper data that is shared within the institution and with third parties, while also preserving the free exchange of information encouraged in an academic environment.

The university has implemented measures to address privacy issues and to promote compliance with the requirements of federal privacy regulations including, but not limited to the Family Educational Rights and Privacy Act (FERPA), the Gramm-Leach-Bliley Act (GLBA), and the Health Insurance Portability and Accountability Act (HIPAA). The Compliance & Privacy Office, in conjunction with the Division of Information Technology, the Office of the Senior Vice President and General Counsel and other offices, has developed and continues to develop policies and procedures to safeguard the generation, collection, use and disclosure of personal information at the university.

The university issued the [Privacy of Student Records Policy](#) to promote compliance with the educational privacy requirements in FERPA. The university issued the [Health Information Privacy Policy](#) to promote compliance with the privacy requirements in HIPAA. Specifically, these policies and procedures aim to protect an individual’s non-public personal information. For additional policies pertaining to privacy, see the Related Information section (page 3).

Definitions

FERPA	Family Educational Rights and Privacy Act. Protects the privacy of student education records
GLBA	Gramm-Leach-Bliley Act. Protects the privacy of a customer’s non-public financial information.
HIPAA	Health Insurance Portability and Accountability Act. Protects the privacy of individually identifiable health information.

Related Information

[Health Information Privacy Policy](#)

[Health Information Privacy Procedures for School of Medicine and Health Sciences
Development and Alumni Relations Activities](#)

[HIPAA Policy Regarding Health Insurance Plan and Flex Fund Medical
Reimbursement Plan](#)

[Information Security Policy](#)

[Privacy of Student Records Policy](#)

[Records Management Policy](#)

[Social Security Number and GWid Usage Policy](#)

Contacts

Contact	Telephone	Email
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Document History

- **Last Reviewed Date:** April 4, 2017
 - **Last Revised Date:** September 15, 2010
 - **Policy Origination Date:** September 1, 2004
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Who Approved This Policy

Louis H. Katz, Executive Vice President and Treasurer
Beth Nolan, Senior Vice President and General Counsel

This policy, as well as all [university policies](#), are located on the [Office of Compliance and Privacy's](#) home page.