Improving Education Data Part 1 – Creating a Foundation

Lesson 4

- Lesson 1: What is a Culture of Quality Data
- Lesson 2: Assessing Your Local Education Agency's Data Quality
- Lesson 3: Classifying Education Data
- Lesson 4: Security and Confidentiality

Credits

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Confidentiality

Objectives

- Distinguish confidential and public student and staff information based on FERPA and HIPAA regulations
- Identify practices that compromise security

Basic Vocabulary

Data Security
- Preventing the inappropriate taking or the loss of data

Confidentiality
- Protecting data to prevent the casual or deliberate imparting of private information through conversation or carelessness
Basic Vocabulary

- **FERPA (Family Educational Rights and Privacy Act)**
  The Federal law governing the confidentiality of student information and data.

- **Education Records**
  Files, documents, and other materials containing information directly related to a student and maintained by an education agency or institution or its agent.

- **Directory Information**
  Information not generally considered harmful or an invasion of privacy if disclosed. Information often included in an LEA’s directory (name, address, phone number etc.).

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Basic Vocabulary

**HIPAA**

(Health Information Portability and Access Act) – the federal law governing the confidentiality of all medical records, including those in school-based clinics.