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**Visitor Privacy and Confidentiality Agreement**

Anyone visiting the practice premises or accessing practice IT systems agrees to abide by the following guidelines.

1. The visitor agrees not to use or disclose to anyone any confidential information which they may come across in the course of their visit, or which belongs to or concerns the practice, its business, employees, patients, or other people with whom it has relationships.
2. For the purposes of this agreement, “confidential information” means any information that is not known to the general public and includes patient notes.
3. These confidentiality provisions will continue to apply after the visitor has left the premises or discontinued use of the IT system.

**i agree to abide by these guidelines**

**Name (please print)**

**Company name**

**Contact phone number**

**Signature Date**