

Reference No: ; **Date:** 21/05/2003

21/05/2003 LP:- Confidentiality of Medical Certificates

E104/1/77

21 May 2003

Re: Confidentiality of Medical Certificates

Dear Personnel Officer,

The question of the confidentiality of medical certificates has been raised a number of times recently.

I wish to impress on you and on your staff that the confidentiality of medical certificates and other medical information relating to staff is a matter of the utmost importance (Circular 7/78, para. 10).

In view of this, I request you to examine the arrangements in place in your Department to protect the confidentiality of medical certificates and to ensure that these arrangements continue to be treated with the highest importance. Only necessary staff should have access to medical certificates and they should be fully aware of the necessity for the very highest standards in this area.

Yours sincerely,

Pat Casey
Personnel and Remuneration Division

To: All Personnel Officers