

**NOTICE AND CONSENT REGARDING
DISCLOSURE OF MEDICAL INFORMATION**

NOTICE

Florida's Public Records law (Chapter 119, FLORIDA STATUTES) permits individuals to inspect and copy most documents maintained by government officials, including the contents of personnel files. However, medical records and medical information regarding employees of the various Appointing Authorities governed by the Hillsborough County Civil Service Statute and Rules are usually exempt from disclosure under the Public Records Act. In other words, employees' medical records cannot normally be obtained through the Public Records law.

When an employee appeals or grieves an employment action to the Hillsborough County Civil Service Board, any hearings before the Board that occur on such appeals or grievances must be conducted in open forum as required by Florida's Government-in-the-Sunshine law (Chapter 286, FLORIDA STATUTES). Any correspondence or pleadings filed with the Board, any documents or exhibits submitted as evidence, and any transcripts or tape recordings of such hearings or pre-hearing proceedings become public records under Chapter 119.

In certain cases, an employee's past or present medical condition or status (physical, mental or both) is relevant to the issues that will be raised in the proceeding by the employee, the appointing authority, or both. In these circumstances, it is necessary for the employee to consent to the Board's receipt of correspondence, pleadings, or records, and the consideration of evidence or argument, written or oral, relating to his or her medical condition, so that the Board will be able to perform its functions in compliance with the Civil Service Law, the Government-in-the-Sunshine law, and the Public Records law. The failure of an employee to give consent where such consent may be required may result in the Board being unable to hear the employee's appeal or grievance and may result in the dismissal of the same without a decision on the merits.

CONSENT

By my signature below, I acknowledge pursuant to Section 119.07(3)(v), that I have read the foregoing information and understand that in executing this document I am consenting to the admission into the public record or discussion in public hearing of correspondence, pleadings, documents, testimony, and argument, relating to my past or present medical condition or status as may be required by my appeal or grievance. I retain the right to object to any evidence or discussion that I believe to be irrelevant to the issues in the case, but acknowledge that the Board has the final authority to determine what may be admissible or appropriate during its hearings and pre-hearing procedures.

Employee Name (please print)

Employee Signature

Date