

Email Privacy Information Facts

Privacy Information Facts

1. Email is not a secure method for transmitting personally identifiable information.
2. Sending personally identifiable information in email - over the Internet - exposes organizations to possible non-compliance for protecting privacy information as well as putting the person at risk for “loss of privacy” and/or “identity theft”.

What data should be protected?

Data that could cause personal or institutional financial loss or the unauthorized release of which would be a violation of a statute, act or law should be protected. This includes but is not limited to:

1. Social Security Numbers
2. Bank account or credit card numbers, pins or other identifiers
3. Individual’s data covered by Wisconsin Act 138 (driver’s license or state identification number, DNA profile, biometric data)
4. Information protected under the Family Educational Rights and Privacy Act (FERPA). This includes information that can be used to identify a student, including direct identifiers, such as student’s name, social security number, and biometric records, alone or combined with other personal or identifying information that is linked or linkable to a specific individual, that would allow a reasonable person in the school or its community, which does not have personal knowledge of the relevant circumstance, to identify the student with reasonable clarity.
5. Data protected under the Health Insurance Portability and Accountability Act (HIPAA) and/or other applicable state and local medical privacy statutes.