



Information Disclosure Policy

NCCPA is committed to the protection of data entrusted to us by others and data generated through the administration of the certification process and other work of NCCPA. Applications for certification and any information or material received or generated by NCCPA in connection with certification, certification maintenance, recertification, the Certificate of Added Qualification (CAQ) process, or the PA-C Emeritus designation will be kept confidential and will not be released except as described in this policy.

Public Information

The following are considered to be matters of public record and may be disclosed at any time to anyone through any means: the fact that an individual is or is not, or has or has not been, certified, a CAQ recipient, or designated as a PA-C Emeritus; an individual's NCCPA-assigned identification or certificate number; dates relevant to an individual's certification, CAQ or PA-C Emeritus history; the status of the fulfillment of requirements for certification maintenance; and publicly reported disciplinary action by NCCPA (i.e., revocation, disciplinary or administrative suspension, or letter of censure).

Exam Details

NCCPA will disclose to the PA's educational program via the secured NCCPA Program Portal the date the PA applied for PANCE, the scheduled PANCE exam date, and the PANCE score; scores will be released to other third parties only at the PA's written or online request.

Cooperation with State and Federal Agencies

NCCPA shall disclose to state and federal agencies information requested by those agencies to facilitate the state licensure process or NCCPA's own disciplinary review process and for compliance with state or federal laws, court orders or military deployment information requirements. Such disclosure shall not require the authorization of the individual PA or applicant.

Disciplinary Actions

In cases reviewed under NCCPA's *Policy and Procedures for Disciplinary Matters* and/or the Review and Appeal Policies and Procedures, after a final reportable disciplinary decision has been reached, NCCPA may notify interested parties of the reportable disciplinary decision and the underlying facts thereof as deemed appropriate by NCCPA. Such notification may be given to the Federation of State Medical Boards, any state licensing authority, the federal government, the PA's employer and other interested parties, including individuals seeking information about the individual's certification status or PA-C Emeritus designation on NCCPA's website or through other means. NCCPA may also report or disclose administrative suspensions imposed on PAs who have not responded to requests for information related to a Notice of Disciplinary Proceeding.

Research

NCCPA may disclose de-identified information about PAs in aggregate format for purposes of statistical analysis and research.

Other Disclosures

Other individually identifiable information about PAs provided to NCCPA by or on behalf of the PA in connection with certification, certification maintenance, recertification or the CAQ process will be released only with the written or online authorization of the PA.