

Privacy and Confidentiality Policy

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The Progressive Behavior Analyst Autism Council® (PBAAC or “Council”) is committed to protecting confidential and/or proprietary information related to applicants, candidates, certificants, and the examination development, maintenance, and administration process. The confidentiality policy applies to all employees, Council members, committee members, contractors, and other individuals who are permitted access to confidential information.

Information related to the development, administration, and maintenance of the examination is considered confidential. Confidential materials include but are not limited to, exam development documentation (including job analysis reports, technical reports, and cut score studies), exam items and answers, exam forms, and individual exam scores.

Personal information that is considered confidential as outlined in PBAAC policy, submitted by or about applicants, candidates, certificants and their initial or recertification application status, examination results, information retained within the candidate and certificant database are considered confidential and are not disclosed or made publicly accessible. Exam scores and other confidential information are released only to the individual candidate unless a signed release is provided or as required by law. When required by law, the PBAAC will notify the affected individual to the extent permitted by law.

Confidentiality Acknowledgments and Agreements

As part of the application process, certification program applicants are required to read and acknowledge a confidentiality statement agreeing that they will keep examination content confidential and not engage in misconduct.

All individuals, including staff and volunteers, permitted access to confidential information, both verbal or written, must sign an agreement to maintain confidentiality.