**24:14:15:14.  Safeguards.** Each contractor or participating agency shall protect the confidentiality of personally identifiable information at the stages of collection, maintenance, use, storage, disclosure, and destruction.

One official of each contractor or participating agency shall assume responsibility for ensuring the confidentiality of any personally identifiable information.

All persons collecting or using personally identifiable information must receive training or instruction regarding the provisions of this chapter and the Act concerning personally identifiable information.

The contractor or participating agency shall maintain for public inspection a current listing of the names and positions of those employees within the early intervention program who may have access to personally identifiable information on children.

**Source:** 20 SDR 223, effective July 7, 1994; 28 SDR 105, effective January 31, 2002; 39 SDR 109, effective December 17, 2012.

**General Authority:** SDCL 13-37-1.1.

**Law Implemented:** SDCL 13-1-23, 13-14-1, 13-37-1.1.