



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

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MEMORANDUM 017-16HR

TO: Agency Administrators

FROM: Carolyn Horwich, J.D., Director of Human Resources

THROUGH: Rip Colvin, Executive Director

SUBJECT: Privacy Questionnaire (*Cross-reference Memoranda 027-15HR and 010-16HR*)

DATE: May 13, 2016

The attached Privacy Questionnaire has been updated effective May 13, 2016 to incorporate recent legislative changes and to correct an error. The form is posted on JAC's website under "Forms". Please delete all old forms you may have.

Thank you.



Justice Administrative Commission Employee Privacy Indicator Questionnaire*

Florida law protects certain personal information for some positions and employees who fill those positions. Please refer to the specific statutory authority to see if you, your spouse, or your child are entitled to an exemption and which information is protected. There is no statutory exemption for employee salary information from a public records request.

*What information is protected is dependent on the statutory exemption under which the employee falls. By completing the attached questionnaire, you can determine if any of the exemptions apply to you. **Please complete, sign, and date, and return the form to your local Human Resources Office for processing. PLEASE CIRCLE WHETHER THE EXEMPTION APPLIES TO YOU DIRECTLY OR WHETHER YOU ARE THE SPOUSE, CHILD, OR DEPENDENT OF THE PERSON TO WHOM THE EXEMPTION ATTACHES.***

- I am, or am the spouse or child of, an active or former employee of the Department of Children and Families whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities. Section 119.071(4)(d)2.a. F.S.
- I am, or am the spouse or child of, an active or former employee of the Department of Revenue, or local government whose responsibilities include revenue collection and enforcement or child support enforcement. Section 119.071(4)(d)2.a., F.S.
- I am, or am the spouse or child of, an active or former sworn law enforcement employee, including a correctional officer or a correctional probation officer. Section 119.071(4)(d)2.a., F.S.
- I am, or am the spouse or child of, an active or former nonsworn investigative personnel of the Department of Financial Services whose duties include the investigation of fraud, theft, workers' compensation coverage requirements and compliance, other related criminal activities, or state regulatory requirement violations. Section 119.071(4)(d)2.a.(IV), F.S.
- I am, or am the spouse or child of, a firefighter certified in compliance with s. 633.408, F.S. Section 119.071(4)(d)2.b., F.S.
- I am, or am the spouse or child of, an active or former justice of the Supreme Court, district court of appeal judge, circuit court judge, or county court judge. Section 119.071(4)(d)2.c., F.S.
- I am, or am the spouse or child of, an active or former state attorney, assistant state attorney, statewide prosecutor, or assistant statewide prosecutor. Section 119.071(4)(d)2.d., F.S.
- ** I am, or am the spouse or child of, a general magistrate, special magistrate, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, or child support enforcement hearing officers. Section 119.071(4)(d)2.e., F.S.
- I am, or am the spouse or child of, an active or former human resource, labor relations, or employee relations director, assistant director, manager, or assistant manager of any *local* government agency or water management district whose duties include hiring and firing employees, labor contract negotiation, administration, or other personnel-related duties. Section 119.071(4)(d)2.f., F.S.
- I am, or am the spouse or child of, an active or former code enforcement officer. Section 119.071(4)(d)2.g., F.S.
- ** I am, or am the spouse or child of, an active or former guardian ad litem, as defined in s. 39.820, F.S. Section 119.071(4)(d)2.h., F.S.

- I am, or am the spouse or child of, an active or former juvenile probation officer, juvenile probation supervisor, detention superintendent, assistant detention superintendent, senior juvenile detention officer, juvenile detention officer supervisor, juvenile detention officer, house parent I or II, house parent supervisor, group treatment leader, group treatment leader supervisor, rehabilitation therapist, or social services counselor of the Department of Juvenile Justice. Section 119.071(4)(d)2.i., F.S.
- I am, or am the spouse or child of, an active or former public defender, assistant public defender, criminal conflict and civil regional counsel, or assistant criminal conflict and civil regional counsel. Section 119.071(4)(d)2.j., F.S.
- ** I am, or am the spouse or child of, an active or former investigator or inspector of the Department of Business and Professional Regulation. Section 119.071(4)(d)2.k., F.S.
- ** I am, or am the spouse or child of, a county tax collector. Section 119.071(4)(d)2.l., F.S.
- ** I am, or am the spouse or child of, an active or former employee of the Department of Health whose duties include, or result in, the determination or adjudication of eligibility for social security disability benefits, the investigation or prosecution of complaints filed against health care practitioners, or the inspection of health care practitioners or health care facilities licensed by the Department of Health. Section 119.071(4)(d)2.m., F.S.
- ** I am, or am the spouse or child of, an active or former employee of the Department of Health whose duties are to support the investigation of child abuse or neglect. Section 119.071(4)(d)2.a., F.S.
- I am, or am the spouse or child of, an active or former impaired practitioner consultant retained by an agency or current or former employees of an impaired practitioner consultant whose duties result in a determination of a person's skill and safety to practice a licensed profession. Section 119.071(4)(d)2.n., F.S.
- **I am, or am the spouse or child of, an active or former emergency medical technicians or paramedics certified under chapter 401. Section 119.071(4)(d)2.o., F.S.
- I am, or am the spouse or child of, an active or former personnel employed in an agency's office of inspector general or internal audit department whose duties include auditing or investigating waste, fraud, abuse, theft, exploitation, or other activities that could lead to criminal prosecution or administrative discipline. Section 119.071(4)(d)2.o, F.S.
- ** I am, or am the spouse or child of, an active or former United States attorney, assistant United States attorney, judge of a United States Courts of Appeal, United States district judge, or United States magistrate judge. Section 119.071(5)(i), F.S.
- ** I am, or am the spouse or dependent of, a current or former member of the Armed Forces of the United States, a reserve component of the Armed Forces of the United States, or the National Guard, who served after September 11, 2001. Section 119.071(5)(k) 2., F.S.
- I DO NOT qualify for any of the exemptions above at this time.

*** Requires the individual to provide a written statement that he or she has made reasonable efforts to protect such information from being accessible through other means available to the public.*

If you checked one or more of the boxes above but you want your information published anyway, sign your name here:

I certify the above information is true and correct to the best of my knowledge.

Name: _____

Signature: _____ Date: _____

* If you are a victim of sexual battery, aggravated child abuse, aggravated stalking, harassment, aggravated battery, or domestic violence, you may request in writing that your home or employment telephone number, home or employment address, or personal assets be exempt from disclosure. The request must be in writing and the exemption will terminate 5 years after the receipt of the request. You must include official verification that an applicable crime has occurred. [see s. 119.071(2)(j)1., F.S.]