

NATIONAL COUNCIL OF STATE BOARDS OF NURSING, INC.

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JRC CONFIDENTIALITY AGREEMENT

The National Council of State Boards of Nursing, Inc., (NCSBN) is charged by its member boards to develop licensing examinations for Registered Nurses and Licensed Practical/Vocational Nurses (the “NCLEX® examinations”). The security of these examinations must be maintained during all phases of the development, administration, and scoring processes. Everyone associated with any of these phases must agree to maintain security by not discussing or disclosing any of the confidential information to which they have access.

You have been selected to serve as a member of the Joint Research Committee (JRC) or to perform research on behalf of the JRC. In this capacity, you may have access to confidential and proprietary NCSBN examination information which is not known to others outside of NCSBN, including, but not limited to, information relating to the development and review of exam items, the scoring and administration of exams, statistical data, examination algorithms, etc. (collectively, “Confidential Information.”) You are personally responsible for maintaining strict confidentiality of any of the Confidential Information relative to the examination which is shared with you.

In addition, the continuing integrity and credibility of the NCLEX® examinations is dependent on the avoidance of any appearance of impropriety or conflict of interest on the part of JRC members-researchers, as well as all other staff and volunteers involved in the test development process. As a committee member or researcher, you have a fiduciary responsibility to act solely in the best interests of the NCLEX® examinations program and NCSBN. You must avoid any actions or relationships which may, in fact, or have the appearance of, compromising the exercise of your independent judgment in the best interests of NCSBN and the NCLEX® examinations, creating a conflict of interest or of using one’s position for personal advantage.

Accordingly, in consideration of your appointment and engagement with the JRC, you agree to follow the security standards specified below:

- 1.) Do not discuss with anyone except NCSBN staff members, test service staff members, members of the committee and members of the research team, any confidential aspect of the examination development process.
- 2.) Exercise due care to ensure that any information that may be shared with others in the course of your engagement with the JRC will be given only to persons who are entitled to receive such information.

- 3.) Do not publicize any of the confidential aspects of your work with the JRC orally, by written word or any other medium of communication without written permission from NCSBN.
- 4.) Do not retain, duplicate, disclose, or distribute to any third parties any of the Confidential Information shared with you or any of the notes made during the process.
- 5.) All documents, data, records, and other properties, whether or not pertaining to the Confidential Information, furnished by NCSBN or produced as the result of research projects in connection with the JRC, shall be owned by NCSBN and promptly returned to NCSBN as and when requested.
- 6.) Engagement with the JRC is at-will; the relationship may be terminated by either party at any time with or without cause.
- 7.) Do not take the NCLEX-RN or NCLEX-PN examination, and/or develop or assist in the development of materials designed to prepare individuals for the nurse licensure examination.

I also understand that, in an effort to ensure accuracy of information being published, NCSBN requires that articles for publication in media other than NCSBN publications or Member Board newsletters, written by individuals who serve as NCSBN volunteers, contractual vendors, or staff, regarding NCSBN activities and projects, be submitted to NCSBN for review and approval prior to publication.

I have read and understand the security standards and agree to abide by them while serving as a JRC member-researcher and for two years thereafter.

The NCSBN appreciates your cooperation in this important activity. It is essential that security standards be maintained at every phase of the examination process.

Please complete the following and return this entire form to the NCSBN letterhead address.

Name: _____

Address: _____

Telephone: _____
 Area Code

Signature: _____

Date: _____