

James Cook University MBBS Selection Interviewer Confidentiality Agreement

ALL volunteers assisting with the selections interview process are required to sign the Selection Interview Confidentiality Acknowledgement on the day of interview. By signing this agreement, the volunteer acknowledges that he/she has received instruction and understands the concept of interview confidentiality, and endeavours to uphold it at all times.

I, the undersigned agree not to disclose any information pertaining to the interview questions or criteria (rating guide) outside the training sessions or the interview process in connection with the selection of students for the MBBS program at James Cook University. This includes, but is not limited to, information about questions and discussion of suitable answers.

I also agree to maintain confidentiality of any applicant information outside of the interview process .

To the best of my knowledge, I do not have a family member, relative or personal friend applying for the MBBS at James Cook University in the current year for admission into the MBBS. I agree to make known to the College of Medicine & Dentistry of any possible conflict of interest that may arise in connection with interviewing any applicants as soon as I become aware of any such circumstances or if there are instances where I know of an applicant that may be presenting to interviews. This does not necessarily exclude me; however, I will make the issue known to the College of Medicine & Dentistry at James Cook University via med.interviewers@jcu.edu.au .

I agree to return to the College of Medicine & Dentistry at James Cook University, any documents used in the selection interview process in my possession immediately after the process is complete.

I agree and acknowledge that a breach of confidentiality by me may have a negative impact on the integrity of James Cook University and on the course for which I will be interviewing applicants, and may lead to appropriate action by the University.

Please retain a copy of this agreement for your records.

To be signed on the day of interview at James Cook University.

I _____ **ACKNOWLEDGE that:**
(print name)

- A. I have read the selection interviewers agreement about in relation to confidentiality of the interview process.
- B. I understand the obligation of confidentiality of information concerning the applicant, the interview questions and the criteria.
- C. I promise to preserve the confidentiality of such information gained during the interview process.

Signature: _____ Date: ____/____/____