

## Center for Professional Development & Mentoring Coaching Appointment

Your privacy and confidentiality is a matter we take seriously. We collect the following information for your professional development file. We have departmental safeguards; only trained staff within CPDM have access to our secure database. We will confirm your contact information with what we have currently and update our database accordingly. On occasion we may contact you with department updates, information relevant to your professional development file, or to survey you for customer satisfaction. We use information collected within the CPDM for aggregate data reporting, (never individually identifiable), to the grant under which this initiative is currently funded, (see below), and to grantee management. We do not share your file or information about you with any other UMHS department or institution unless it is at your request or as required by law.

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**How did you hear of us?** \_\_\_\_\_

**Reason for appointment:** \_\_\_\_\_

**Please check one:**

- |                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/> UMHS Nurse | <input type="checkbox"/> Student Nurse - UM School of Nursing |
| <input type="checkbox"/> other      | <input type="checkbox"/> Student Nurse - other                |

We collect the following information to better identify our client population for appropriate future program planning. This is not a required for your appointment and is completely voluntary. We will use aggregate data to report annually the population served within the CPDM, but at no time will this data be presented or identifiable by the individual

**Age (please check appropriate range):**

- |                                  |                                  |
|----------------------------------|----------------------------------|
| <input type="checkbox"/> 18 - 20 | <input type="checkbox"/> 41 - 50 |
| <input type="checkbox"/> 21 - 25 | <input type="checkbox"/> 51 - 60 |
| <input type="checkbox"/> 26 - 30 | <input type="checkbox"/> 61 - 70 |
| <input type="checkbox"/> 31 - 40 | <input type="checkbox"/> other   |

**Cultural/Ethnic background:**

\_\_\_\_\_