

# PUBLIC ACCESS OPTION FORM

(Please print)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Start Date: \_\_\_\_\_ Department: \_\_\_\_\_

## Texas Public Information Act

The University is a State organization and therefore subject to the Texas Public Information Act. The Public Information Act allows employees, public officials and former employees and officials to elect whether to keep certain information about them confidential. Unless you choose to keep it confidential, the following information about you may be subject to public release if requested under the Texas Public Information Act.

## UTHSC-H use of Social Security Numbers

Employee Social Security Numbers (SSNs) are used by the University to verify identity during the employment process, and for on-going maintenance of benefits information. The University will not disclose an employee's SSN without the consent of the employee to anyone outside the University except as mandated by law or required for benefits purposes. Please indicate whether you wish to allow public release of the following information.

### Public Access

Home Address/Home Telephone Number No \_\_\_ Yes\_\_\_

Social Security Number No \_\_\_ Yes\_\_\_

Information that reveals whether you have family members No \_\_\_ Yes\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

EMPLID: \_\_\_\_\_