Personally Identifiable Information Notice – *11/1/2019*

What personally identifiable information does the Board collect?

The Board of Medical Licensure & Supervision (OSBMLS) collects the following personally identifiable information (PII) from its applicants and licensees: name, address, birth date, place of birth, race, Social Security number (SSN), driver license, alien registration number, government passport number, educational information, and employment information.

How is the information stored?

The information is stored in paper files in filing cabinets under lock in the Board's office. The information is also in the Board's secure computer database. OSBMLS applicant and licensee information is stored in a Microsoft SQL Server database on a secure server on the premises of the OSBMLS Office. Users of the database must first have a login to gain access to the network and also permission to access the specific database where the PII is stored. The actual database is not accessible via the internet, however a secondary copy of name and address and some basic license information is accessible to the public via our public website, which employs a PostGreSQL database. Another copy of a subset of the licensee's data consisting of Name, contact address, practice address and continuing education information is made available to the licensee for updating online via OKInteractive's website which uses a MySQL database. Access is through individual passwords and it does not contain SSN, or date-of-birth information. The secondary copies of the database are transmitted via Secure FTP. Initial licensee application information which does contain PII is encrypted using public-key encryption and transmitted from OKInteractive's online Application website via secure FTP on a server managed by OMES.

With whom is the information shared?

The Board is a public body subject to the Oklahoma Open Records Act, 51 O.S. §§ 24A.1 – 24A.30. Under the Act, most agency records containing personally identifiable information are open to the public upon request. The Act does not apply to records specifically required by law to be kept confidential. The Act provides that the Board may keep social security numbers confidential, and the numbers and date-of-birth are redacted prior to disclosure of the record.