

—**10(17A,22) Routine use.**

**.10(1)** Defined. “Routine use” means the disclosure of a record without the consent of the subject for a purpose which is compatible with the purpose for which the record was collected. “Routine use” includes disclosures required or authorized by statute or rule.

**.10(2)** To the extent allowed by law, the following uses are considered routine uses of all department records:

*a.* Disclosure to those officers, employees, and agents of the department who have a need for the record in the performance of their duties.

*b.* Disclosure to employees of federal, state and local agencies and other researchers for purposes of bona fide research. The department shall not release data or information pursuant to this paragraph unless the department and the researcher have executed an agreement which includes the conditions under which the confidential data or information may be used and restrictions on further disclosure of the data or information.

*c.* Disclosure of information indicating an apparent violation of the law to appropriate law enforcement authorities for investigation and possible criminal prosecution, civil court action, or regulatory order.

*d.* Disclosure to the department of inspections and appeals for matters in which it is performing services or functions on behalf of the department.

*e.* Transfers of information within the department, to other state or federal agencies, or to local units of government as necessary to administer the program for which the information is collected or as necessary to administer a program within the other governmental agency. Confidential information transferred within the department or provided to other agencies pursuant to this paragraph shall continue to maintain its confidential status and shall not be rereleased by the receiving agency.

*f.* Information released to staff of federal and state entities for audit purposes or for purposes of determining whether the department is operating a program lawfully.

*g.* Any disclosure specifically authorized by the statute or rule under which the record was collected or maintained.