Should I store counselor records on Google Docs?

You might want to check out the confidentiality of Google documents. My husband is an attorney and shared with me that no one in his law firm uses Google to store documents because there is a clause indicating that they are not private and belong to Google. Just something you might want to consider with this type of confidential information

[http://www.schoolcounselor.org/magazine/blogs/november-december-2003/case-notes,-educational-records-and-subpoenas](http://www.schoolcounselor.org/magazine/blogs/november-december-2003/case-notes%2C-educational-records-and-subpoenas)

If your school has an account through Google in order to have school-specific email addresses, then my understanding is that it can be subpoenaed since it's considered under your school's account with them.

I keep very, very brief notes via our school's google drive account via google forms (i.e. "bullying investigation) along with student name, grade, and date.

I would caution against keep it in your personal google drive/access it from your personal google account as that is not secure or private. If your school has a google account then they have purchased certain safeguards that come with an "educational" account- personal accounts do not have those safeguards.

 We use a corporation Google account/server - so the school does own our Google data.

 Personally I use ​a simple google form to track the students I see, their grade level, gender, and the area we discuss (academic, personal/social, career). This allows me to see which population I am serving and which domain I am mostly covering.

I use the data (minus names) for my annual evaluation evidence.

You are correct. As long as it is not in your office or on school property, ie; the hard drive of the computer then they cannot be subpoenaed.  But if they are on google docs that is connected to your school email then yes they can.  I keep mine on paper (old school, I know) but in a binder that I take to and from home so it is my paper/binder/in my possession.  Hope that helps. And of course I keep the notes pretty vague, but enough for me to understand.

My concern with Google is the confidentiality.  Since they are stored on their servers, there is a risk of exposure.