

Confidentiality Statement and Release of Information Protocol

This document is to follow up on our initial conversation regarding HomeFront's confidentiality and information release protocols. Please review the following points and contact myself at the contact information listed below with any questions or concerns.

With your consent, HomeFront will share the information you provide with a crown prosecutor, police officer, child and family services and probation officer during meetings regarding the case. Defense counsel may also be present during the meetings.

- At the meetings I will inform the court team about your wishes regarding the case, the history of the relationship, including any abuse disclosed, future relationship plans and a summary of the risk factors we identify during the interview.
- Regular updates regarding changes in your wishes or situation will also be provided to ensure accurate representation of your circumstances.
- If you do not wish to give consent to release your information I will still be able to provide you with court updates/support/referrals and safety planning as needed through this process.

There are certain circumstances when I will be required to share your personal information without your consent.

- I am obliged by law to reveal suspicion of child abuse, physical, sexual or emotional harm, or neglect or dangerous acts to yourself or others such as suicide or homicide intent.
- I am also obliged to report any breaches or criminal acts/threats I become aware of during our contact.
- I am also required to release records when subpoenaed through a court order or obtained by warrant, and in accordance with relevant privacy legislation.

Outside of the court process HomeFront maintains and uses client information as part of our database for funding purposes. This information is stripped of all identifiers and is always presented as part of a large data set of similar data.

If you give consent to release your information, that consent will be active from the day consent was given until your case is resolved in court. HomeFront will keep your information on file for 7 years, after which it will be destroyed.

With your consent, HomeFront will also follow up with you after the court case completion regarding client surveys, newsletters and related communications.

You are free to withdraw consent at anytime by contacting myself or any member of the court team and making that wish known. If you would like further information regarding this policy please reference our website <http://www.homefrontcalgary.com/research.html>. If you have a concern or complaint regarding the use of your information please contact Court Team Coordinator Ewa at 403 428-8715.

I give my consent to pass my personal information on to the Court Team as outlined above: YES ___ NO ___

I give my consent to receive follow up communications from HomeFront after court as listed above: YES ___ NO ___

DATE: _____

Signature