Sexual Assault & Domestic Violence Support Services
Since 1980

OPERATION CARE
CONFIDENTIALITY POLICY

Operation Care believes that to provide quality services, the client's right to privacy shall be considered paramount and shall be assured to the greatest possible extent. Therefore, all interaction between staff/volunteers and a client will be considered confidential and privileged.

The Safe House is a federally protected facility. Disclosing the location of the Safe House is considered a felony and punishable by law.

All staff, volunteers and clients are required to honor this policy. Disclosing the client's name, address, services received, and/or personal history is forbidden unless expressly allowed by the client, in writing, or if any of the following conditions exist:

1. **Child abuse or neglect**
   Any incident of suspected child abuse or neglect will be reported to the appropriate agency.

2. **Potential Suicide**
   In any case, when a client is threatening suicide, it will be reported to the appropriate agency.

3. **Potential Homicide**
   In any case, when a client is threatening homicide, it will be reported to the appropriate agency.

4. **Law Enforcement Investigations**
   Information concerning a client may be released to a law enforcement officer conducting an official active investigation that directly concerns the client.

Please sign and print your name below indicating that you have read, understand, and accept the requirements of the Confidentiality policy.

_____ _____ _____
Print Signature Date

_____ _____
Operation Care Staff/Supervisor Signature Date

621 New York Ranch Road · Jackson, CA 95642 · tel 209 | 223.2897 · fax 209 | 223.2987 · www.operationcare.org

Operation Care is a non-profit organization founded in 1980 providing domestic violence and sexual assault support services, crisis intervention and education to our community.